|  |  |
| --- | --- |
| Graphical user interface, text, application  Description automatically generated | **Clerk to the Council:** Emily Simpson**Tel:** 07881714526 **e-mail:** ashurstclerk@outlook.com |

**TO: ALL MEMBERS OF ASHURST PARISH COUNCIL**

Councillors are respectfully summoned to attend the Annual Meeting of Ashurst Parish Council on **Thursday 9th May 2024 at 7.30pm at Ashurst Village Hall** for the transaction of the business on the Agenda below.



Emily Simpson

Clerk to the Council

3rd May 2024

**AGENDA**

1. **Election of Chairman and Vice Chairman**
2. To elect a Chairman for the next Council year
3. To elect a Vice Chairman for the next Council year
4. **Attendance and Apologies for Absence**

To accept apologies for absence

1. **To Receive Declarations of Interest, Notification of Changes to Members’ Interests and consider any requests for a dispensation**

To receive any declarations of interests from Members in respect to items on the agenda.

1. **Appointments to outside bodies**

To confirm any councillor appointments to outside bodies, including WSALC, HALC, HDC Climate Rep and Climate Action Group.

1. **Public Session** (members of the public may speak for up to 5 minutes at the discretion of the Chair about items on the agenda).
2. **Approval of the Minutes of the Meeting of the Parish Council held on 21st March 2024**

To review and approve.

1. **District Councillor Reports**

To receive any reports.

1. **HALC Update**

To receive an update from the Chair.

1. **Certificate of Exemption**

To approve the Certificate of Exemption from external audit for the Annual Governance and Accountability Return for 2023/24.

1. **Annual Governance and Accountability Return (AGAR)**
2. **Internal Audit Report**

To review and approve

1. **Section 1 of the AGAR**

To review and approve

1. **Section 2 of the AGAR**

To review and approve

1. **Notice of electors’ rights**

To confirm dates

1. **Insurance Renewal**

To review the insurance renewal quote; current insurance expires 1st June 2024.

1. **Review the following policies:**
2. **Financial Regulations**
3. **Standing Orders**
4. **Financial Risk assessment**
5. **Grants policy**
6. **Planning Applications**
7. **Review any planning applications received since the publication of the agenda**
8. **Planning Decisions from HDC**

To receive decisions on planning applications from Horsham District Council.

Application Number: DC/23/1294 Site: Land at Soper's Farm Honeybridge Lane Ashurst Steyning West Sussex BN44 3AX Description: Change of use of land to allow for the siting of 3no. holiday cabins, together with associated landscaping and parking and water butts. Decision: Application Permitted Date of Decision: 20/03/2024

Application Number: DC/23/1772 Site: Jessups Farm Honeybridge Lane Ashurst West Sussex BN44 3AW Description: Erection of an agricultural building (Retrospective) Decision: Application Refused Date of Decision: 15/03/2024

1. **Appeals Determined**

DC/21/1068 Small Piece of Woodland Known As Furlong Shaw. Situated Approximately 200M North of 1 Merrion Cottages RH13 8EH A single shepherds hut rented out for holiday use and an associated kitchen and bathroom. (Lawful Development Certificate - Existing). Ref No: Site Address: Description: Date Appeal Decided: 10/04/2024 Appeal Status: Appeal Type: Appeal Dismissed

1. **Payments and bank reconciliation**

Review schedule of payments and bank reconciliation since the last meeting (March 21st) and to note the remaining balance of the PWLB loan.

1. **Recreation Ground**
2. To receive a report on the Recreation Ground Trust’s income and expenditure since the last meeting (21st March).
3. To review 2024/25 fees for WSCC to hire the Recreation Ground for the school.
4. To receive an update on the rebuild/replacement of the John Eaton Hut.
5. **Update on Speedwatch and Speed Restrictions within the Parish**
6. **Rampion**

To receive an update on Rampion.

1. **GDPR**

To remind all councillors to delete emails over 6 months old.

1. **Correspondence**
2. **Next meeting date**