

DUNCTON PARISH COUNCIL
PARISH COUNCIL MEETING (PCM) MINUTES

Monday 22nd July 2024 at 19:00

SUMMARY	ACTION
<p><u>PRESENT</u> Cllr Andrew Mills, Cllr Keith Napthine, Cllr Richard Guy, Cllr James Garrow Also Present: Susan Laker and Heather Lakin</p>	
<p>AGENDA ITEM 1: APOLOGIES FOR ABSENCE None</p>	
<p>AGENDA ITEM 2: CODE OF CONDUCT - DECLARATION OF MEMBERS PECUNIARY INTERESTS AND OTHER INTEREST ON ITEMS INCLUDED ON THE AGENDA None</p>	
<p>AGENDA ITEM 3: MINUTES OF THE MEETING HELD ON 21ST MAY 2024 TO BE AGREED AND SIGNED AS A TRUE RECORD On a proposal by Cllr Napthine and seconded by Cllr Garrow the minutes of the meeting held on 21st May 2024 were approved and signed by Cllr Mills.</p>	
<p>AGENDA ITEM 4: MINUTES OF THE MEETING HELD ON 20TH JUNE 2024 TO BE AGREED AND SIGNED AS A TRUE RECORD On a proposal by Cllr Napthine and seconded by Cllr Garrow the minutes of the meeting held on 20th June 2024 were approved and signed by Cllr Mills.</p>	
<p>AGENDA ITEM 5: COOPTION OF APPLICANTS TO JOIN THE COUNCIL The Council unanimously approved the Co-option of Susan Laker and Heather Lakin to the Council. Susan Laker and Heather Lakin each signed the Acceptance of Office and Declaration of Interest forms.</p>	
<p>AGENDA ITEM 6: PROPOSAL TO APPOINT NEW CLERK The draft job description and hours/pay proposal prepared by Cllr Mills ahead of the meeting was considered and the Council. The Council agreed that it needed to appoint an Clerk to operate efficiently and to free up the Councillors to focus on delivering the business of the Council rather than the role of the Clerk. Cllr Mills agreed to distribute the proposed job description to the other Councillors for approval and then to advertise the vacancy in the Three Parishes Magazine and on the website.</p>	Cllr Mills
<p>AGENDA ITEM 7: PROCEDURES & POLICIES Cllr Mills reported that the updated NALC Finance Regulations had not yet been reviewed and would be brought back to a later meeting (noting that the existing Regulations remained in place).</p>	Cllr Mills
<p>AGENDA ITEM 8: DISTRICT COUNCILORS REPORT – DR JOHN CROSS No report received relating specifically to Duncton (general updates received).</p>	
<p>AGENDA ITEM 9: COUNTY COUNCILORS REPORT – TOM RICHARDSON No report available and apologies for absence noted.</p>	

<p>AGENDA ITEM 10: UPDATE ON MATTERS CARRIED FORWARD FROM PREVIOUS MEETING</p> <p>a) Speeding</p> <p>Cllr Naphthine gave an update on the Speedwatch Group and the sessions that they have run</p> <p>Discussion on the status of the plan for speeding in the village. Cllr Garrow agreed to seek some quotes for village gates.</p> <p>Cllr Mills to capture updates to the plan based on the Village Meeting into a single document and to explore the process for lodging an application with the Council.</p> <p>b) Footpaths</p> <p>No-one has received any complaints or noted any issues.</p> <p>c) Bus Stop Repairs</p> <p>No update to report. Other than the glass in the one on the west side of the main road not clear that any action is required (unaware of any actual issues with the roof).</p>	<p>Cllr Naphthine</p> <p>Cllr Garrow</p> <p>Cllr Mills</p> <p>Cllrs Mills and Naphthine</p>
<p>AGENDA ITEM 11: FINANCE</p> <p>a) Review of payments and receipts</p> <p>Receipts as per reconciliation</p> <p>Invoices signed by the Chair in the presence of the meeting.</p> <p>b) Bank Account Reconciliation</p> <p>Review of and approval of the financial reconciliation of the bank account as attached to the agenda.</p>	
<p>AGENDA ITEM 13: PLANNING UPDATE</p> <p>Application:</p> <p>SDNP/24/02542/LIS</p> <p>Proposal: Replace existing roof finish</p> <p>Location: School House</p> <p>Decision: No comment – Chair to communication to the Council.</p> <p>SDNP/24/02178/FUL</p> <p>Proposal: Removal of turf and topsoil and creation of bund</p> <p>Location: Adjacent to Botany Bay (Seaford)</p> <p>Decision: No comment – Chair to communication to the Council.</p> <p>Quarry update – approval has expired (again). With the County Council (limited impact that we can have on this – last time they did not accept our representations in relation to the renewal during Covid).</p>	<p>Cllr Mills</p>
<p>AGENDA ITEM 14: FIREWORKS 2024 PLANNING</p> <ul style="list-style-type: none"> No update – in hand and will report back at the next meeting – Saturday 2nd November. 	<p>Cllr Mills</p>
<p>AGENDA ITEM 15: CORRESPONDENCE TO NOTE</p> <ul style="list-style-type: none"> Introductory letter from the new Police and Crime Commissioner – Cllr Mills to forward to all Councillors. Letter from Dave Lyons (new Police point of contract) 	<p>Cllr Mills</p>

<p>AGENDA ITEM 16: MATTERS ARISING NOT ON THE AGENDA</p> <ul style="list-style-type: none"> • Noted that the Dog Show was imminent. Not organised by Parish Council but Keith is judging and all encouraged to attend. • Discussion around the orchard (and the mesh which prevents weeding around the base of the trees). Cllr Laker to see whether the bases should be removed. 	<p>Cllr Laker</p>
<p>AGENDA ITEM 17: PUBLIC QUESTIONS</p> <p>None</p>	
<p>AGENDA ITEM 18: ANY OTHER MATTERS FOR INFORMATION ONLY</p> <p>None</p>	
<p>AGENDA ITEM 19: CONFIRMATION OF NEXT MEETING DATE</p> <p>Monday 15th September</p>	
<p>The Meeting ended at 8.05 pm</p>	
<p>These minutes are an accurate record of the meeting</p> <p>Signed:</p> <p>Name & Position:</p> <p>Date:</p>	