



13 May, 2022

Dear Councillor

You are summonsed to attend the Annual Meeting of Council to be held on **Thursday 19 May, 2022** in Our Lady Star of the Sea Hall, Vermont Drive, East Preston, following meetings of the Finance and General Purposes Committee and the Planning Committee and the Annual Meeting of the Parish which commences at 7 pm.

Members of the Public are also welcome to join the meeting and will be given an opportunity to make representation to the Council.

Please observe precautions to prevent the spread of the coronavirus.

*V Knight*

Mrs V Knight  
Clerk of the Council

## A G E N D A

1. **Welcome**
2. **Apologies for Absence**
3. **Election of Chairman** -To elect a Chairman of the Council for the ensuing year.
4. **Acceptance of office** – To Chairman to sign the Declaration of Acceptance of Office.
5. **Election of Vice-Chairman** -To elect a Vice-Chairman of the Council for the ensuing year.
6. **Urgent Matters Arising** since the preparation of this Agenda (at the Chairman’s discretion)
7. **Declarations and Dispensations of Interests** – To receive any declarations under the Council’s Code of Conduct and consider any dispensation requests.
8. **Public Opportunity** – An opportunity for the Public to make representations, ask or answer questions and give evidence to the Council on matters relating to Council business.
9. **Appointment of Committees and Working Parties** - To agree Members to serve on Committees and Working Parties for 2022-23. Proposed:
  - a) **Finance and General Purposes Committee** –all Members
  - b) **Planning Committee** – all Members
  - c) **Emergency Plan Working Group** – all Members
  - d) **Neighbourhood Plan Steering Group** – all Members
  - e) **Conservation Area Working Group** – all Members
  - f) **Environmental Working Group** – all Members(Note: Chairman of Committees and Working Groups remain in post until the next meeting of that Committee or Working Group)
10. **Cheque signatories** – To note cheque signatories are: Cllrs Jolly, Joyce, Masson, Walker and Wetherell plus the Clerk (any three from six to sign).
11. **Appointment of Representatives** for 2022-23. Proposed:

- a) West Sussex Association of Local Councils (WSALC): Chairman and Vice-Chairman
  - b) Policing and Community Safety Meetings: Cllr Jolly and Cllr Masson
  - c) Biodiversity Forum/issues: Cllr Joyce
  - d) Flag Officer: Mr John Hickson (consider appointing a deputy)
  - e) Emergency Co-Coordinator and Deputy: Cllr Wetherell and Cllr Walker
  - f) Winter Management Plan Co-Coordinator and Deputy: Clerk and Cllr Wetherell
  - g) Arun District Association of Local Councils: Chairman and Vice-Chairman
  - h) Eastern Arun Parishes Group: Chairman and Vice-Chairman
  - i) East Preston and Kingston Village Hall matters: Cllr Wetherell
  - j) South Strand Community Toilets Group: Cllr Buckenham
  - k) Arun Joint Action Group (JAG): Cllr Wetherell
12. **Minutes** – To approve the Minutes of the Meeting held on the 17 March, 2022 (circulated).
13. **Matters Arising from the Minutes** not covered elsewhere on the Agenda
14. **West Sussex County Council:**
- a) **Report of County Councillor Elkins**
  - b) **Highways and Footpaths:** To note that the faded white lines and road markings along Kingston Lane have been reported to County.
  - c) **Operation Watershed:** Clerk to report.
15. **Arun District Council: Report of District Councillors**
16. **Policing** – Cllr Jolly to report.
17. **Planning Committee** – To receive minutes of the meeting of the Committee held on 17 March, 2022 and a verbal report of the meeting held on 19 May, 2022 and consider any recommendations or matters arising.
18. **Finance and General Purposes Committee** – To minutes of the meeting of the Committee held on 17 March, 2022 and a verbal report of the meeting held on 19 May, 2022 and consider any recommendations or matters arising.
19. **Rampion 2** - To consider the latest information on the awaited formal application.
20. **South Strand Community Toilets** - Cllr Buckenham to report
21. **Flagpole and Queen’s Platinum Jubilee** – To note the new flagpole is in situ, the new calendar of flag flying days, and that the Ukrainian Flag has been purchased. To further note that at the request of Members between meetings and due to the shortness of time, the Clerk has purchased a Platinum Jubilee Flag to fly 2 – 5 June 2022 cost 29.95 plus VAT.
22. **Additional Meeting Date** – To agree to hold a Meeting of Council to consider the Annual Return (re Accounts and Governance) in June 2022 and to agree a possible date for this – subject to a venue being available.
23. **External Events** – To receive reports of attendance at external events.
24. **Next scheduled meeting of Council and its Committees:** Thursday 7 July, 2022 at 7pm.  
Agenda are published 3 days before Meetings on our website <https://kingston-wsx-pc.gov.uk/>.  
To agree the dates of Council meetings in 2022/23.

**KINGSTON PARISH COUNCIL**

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