



17 July, 2020

Dear Councillor

You are summonsed to attend a virtual Meeting of Full Council to be held on **Thursday 23 July, 2020** following meetings of the Finance and General Purposes Committee and Planning Committee 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 Council relating to items on this agenda or representations in advance should be sent to the Clerk by 5pm on 22 July, 2020.

Details of how to join the meeting are available from the Clerk – **requests to be received by 5pm** on 22 July, 2020, preferably by email to [Kingstonpc@yahoo.com](mailto:Kingstonpc@yahoo.com).

*V Knight*

Mrs V Knight  
Clerk of the Council

## A G E N D A

1. **Welcome**
2. **Apologies for Absence**
3. **Urgent Matters Arising** since the preparation of this Agenda (at the Chairman's discretion)
4. **Declarations and Dispensations of Interests** – To receive any declarations under the Council's Code of Conduct and consider any dispensation requests.
5. **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.
6. **Minutes** – To approve the Minutes of the Meeting held on the 16 January, 2020 (circulated).
7. **Matters Arising from the Minutes** not covered elsewhere on the Agenda
8. **West Sussex County Council:**
  - a) **Report of County Councillor Elkins**
  - b) **Operation Watershed:** To note that County have suggested further works to be included in the scheme for Peak Lane. Clarification is awaited before new quotes for the work can be obtained.
  - c) **Highways and Footpaths:**
    - i) To note complaints had been received from various members of the public relating to a wall being erected around land along Peak Lane and impinging on BOAT 3623, and the Clerk has referred these on to County Public Rights of Way and to Planning Compliance. To consider whether Council wants to take a view on this and to make its own representations.
    - ii) To consider a complaint from a member of the public about cyclists using Footpath 2110 along the greensward (the complaint has also been made direct to County by the member of the public).
  - d) **Grass cutting** – The cost of the County contractor carrying out a 1 metre swathe verge cut on highways land along Kingston Lane is £280 and the equivalent of this (cut 2 on the County schedule) is due to be carried out in late August. To consider whether to wait for the August cut or pay for an additional cut. To also consider whether an additional cut to be carried out earlier in the year should be included in Council's Budget for next year.

9. **Arun District Council:**
- a) **Report of District Councillors**
  - b) **Consultation** - To consider a response to the consultation by 17<sup>th</sup> August, 2020. District is reviewing the rules for dogs in public and is seeking views on plans to amend and continue the current Public Space Protection Order (PSPO) for dogs in open spaces. Here is a link to the survey <https://www.surveymonkey.co.uk/r/WTF568M>
10. **Policing** – Cllr Jolly to report.
11. **Planning Committee** – To receive minutes of meetings of the Committee held on 21 May, 2020 and a verbal report of the meeting of the Committee held on 23 July, 2020 and consider any recommendations or matters arising.
12. **Finance and General Purposes Committee** – To receive minutes of the Committee meeting held on 21 May, 2020 and a verbal report of the meeting of the Committee held on 23 July, 2020 and consider any recommendations or matters arising.
13. **Lost Kingston Chapel Commemorative Seating Stone:**
- a) To note: The letter of agreement for the placing of the base and the Seating Stone on West Kingston greensward has still not been finalised which is delaying progress. Works will be set in train once the letter has been finalised and Arun have agreed that COVID-19 restrictions do not prevent it being carried out.
  - b) To Note: Mid-Wales Stone asked to deliver the Seating Stone on 17 June as they were co-ordinating deliveries in the area. This was only made possible by Mr Andrew arranging for a fork lift to be available and storing the Seating Stone until it can be positioned on the greensward. Mid-Wales Stone have expressed their thanks for this and sent a credit note for £50 against the original invoice for the Seating Stone. Mr Andrew has been approached about accepting this amount in appreciation of his help and has suggested that instead, if Council is so minded, a donation be made to a charity such as St Barnabas House. Consideration of a grant to St Barnabas House is on the agenda for the Finance and General Purposes Committee to consider.
  - c) To agree: that any reasonable additional costs associated with positioning the Seating Stone e.g. roping off an area for health and safety reasons, may be agreed by the Clerk in liaison with Members.
14. **E-mail Address** – A .gov.uk email address is now available for the Clerk to use and there will be a gradual change over from the existing email address.
15. **Scheme of Delegation** – To consider adopting a more detailed scheme of delegation (information to be circulated to Members prior to the meeting. s
16. **Coronavirus COVID-19** – To note and agree that
- current advice from the Sussex Association of Local Councils is to refrain from face to face meetings unless essential and government social distancing measures are in place so it is likely the September meeting of Council will be a virtual meeting.
  - the Clerk has taken advantage of a Zoom discount offer to allow for virtual meetings until May 2021. Half the cost to be met by this Council (remainder to be met by another Council).
17. **Code of Conduct** – To note: The Local Government Association (LGA) has launched a consultation on a new model member code of conduct. The online consultation is available to all members to complete by 17 August, 2020.
18. **Next scheduled meeting of Council and its Committees:** Thursday 17 September, 2020 at 7pm. These are likely to be a virtual meeting (contact the Clerk before the meeting if you want to join it remotely: [kingstonpc@yahoo.com](mailto:kingstonpc@yahoo.com)). Agenda are published 3 days before Meetings on our website <https://kingston-wsx-pc.gov.uk/>

**KINGSTON PARISH COUNCIL**

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