

## HENFIELD PARISH COUNCIL

You are summoned to a Meeting of **Henfield Parish Council** to be held on **Tuesday 7<sup>th</sup> January 2020** at **7.00pm** in The Henfield Hall.

### AGENDA

1. DECLARATION OF MEMBERS' INTERESTS
2. APOLOGIES
3. APPROVAL OF MINUTES OF MEETINGS HELD ON 3<sup>rd</sup> DECEMBER 2019
4. MATTERS ARISING
  - a) Installation of Posts at the Barratt Development
5. CHAIRMAN'S ANNOUNCEMENTS
  - a) Email from Andrew Griffiths MP
  - b) Local Climate and Environment Action Plan 2020-25

### OPEN FORUM

6. DISCUSSION WITH GLEN CHIPP – CEO AT HORSHAM DISTRICT COUNCIL
7. WEST SUSSEX COUNTY COUNCIL REPORT
8. HORSHAM DISTRICT COUNCIL REPORT
9. MOTION: TO INCREASE THE HOURS OF THE PARISH ADMINISTRATOR TO 27 HOURS PER WEEK
10. MOTION: AS AN EMPLOYER LISTED IN PART 2 OF SCHEDULE 2 OF THE LOCAL GOVERNMENT PENSION SCHEME (LGPS) REGULATIONS 2013, HENFIELD PARISH COUNCIL HAS THE POWER TO DESIGNATE WHO CAN JOIN THE PENSION SCHEME. IT IS RESOLVED THAT THE CLERK, DEPUTY CLERK AND PARISH ADMINISTRATOR OF HENFIELD PARISH COUNCIL ARE ELIGIBLE TO JOIN THE LGPS. MEMBERSHIP IS NOT EXTENDED TO ANY OTHER INDIVIDUAL AT THE CURRENT TIME
11. MOTION: TO ADOPT HENFIELD PARISH COUNCIL'S DISCRETIONARY POLICIES UNDER THE LGPS REGULATIONS
12. MOTION: TO APPROVE A ONE-OFF PAYMENT OF £750 PLUS VAT TO THE LGPS ACTUARY
13. MOTION: TO APPROVE THE SIGNING OF THE POOLING ARRANGEMENT BETWEEN WEST SUSSEX COUNTY COUNCIL AND HENFIELD PARISH COUNCIL
14. MOTION: TO EMPOWER THE FINANCE RISK AND CHANGE GOVERNANCE COMMITTEE TO ENACT THE PENSION POLICY ARRANGEMENTS AND PENSION PAYMENTS FOR INDIVIDUALS
15. MOTION: TO APPROVE COUNCIL EXPENDITURE AND INCOME BUDGETS FOR 2020/21
16. MOTION: TO APPROVE THE PARISH PRECEPT FOR 2020/21 IN THE SUM OF £257,548
17. COMMITTEE REPORTS
  - (A) Finance Risk & Change Governance

Cllrs Goodyear to report

    - i) Summary of £42,592.44 - Period 1<sup>st</sup> December – 31<sup>st</sup> December 2019.  
To be noted by Council
    - ii) Select Expenditure as the Monthly Random Audit Check

- (B) **Plans Advisory**  
Cllr Stevens to report
- (C) **Open Spaces**  
Cllr Perry to report
- (D) **Village Centre**  
Cllr Jones to report  
i) Public Conveniences Update
- (E) **Museum**  
Cllr Donoghue to report
- (F) **Commons**  
Cllr Sharp to report
- (G) **Neighbourhood Plan Report**  
Cllr Stevens to report

18. **REPORTS OF MEMBERS REPRESENTING COUNCIL ON EXTERNAL BODIES**

19. **SUSSEX POLICE REPORT**

20. **CORRESPONDENCE**

21. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

22. **DATE OF NEXT MEETING**

Tuesday 4<sup>th</sup> February 2020 at 7:00pm in The Henfield Hall.



Clerk to Henfield Parish Council

**Appendix 1 - £42,592.44 Expenditure - Period 1<sup>st</sup> December to 31<sup>st</sup> December 2019**

Budgens (Various)	9.98
Mr P Stanislas (Locking the Temporary High Street Toilets)	90.00
Acorn Contractors Ltd (Supply and Install Bike Shelter)	3,750.00
Coles Automotive Ltd (Council Van Repairs)	115.91
One Stop (Various)	3.45
WC Hire Ltd (Storage Container Hire & Sewage Pit Emptying)	613.60
AVS Fencing Supplies Ltd (Posts)	7.04
Cloud Access (Smart Updater)	3.13
Stonepit Nurseries Ltd (High Street Flowers/Watering)	1,810.00
Simpson Electrical Solutions Ltd (12 New LED Bollards)	10,763.30
Amazon Web Services (Back-up Services)	5.52
Bank Charges (Barclays)	16.90
EDF Energy (Rothery Electric 31/8 to 28/11/19)	77.16
Picturedome Theatres (Rent for Area Adjacent to Hawthorne House)	100.00
HDC (Refuse and Recycling Collections)	625.75
Litter Warden Salaries (December)	706.41
Salaries (December)	9,395.48
Post Office (Postage)	6.60
Premier Office (UK) Ltd (Photocopy Charge 20/11/19 to 10/12/19)	52.51
Mrs P Sanders (November Verge/Bed Maintenance)	83.50
S McMenamin (December Cemetery Maintenance)	164.00

EDF Energy (Public Conveniences Electricity)	57.00
Shell Garage (Petrol and Diesel)	66.17
BT (November Phone Charges)	81.60
Legal & General (Pension Contribution)	400.23
A & B Matters Ltd (Payroll Services Oct to Dec 2019)	150.00
Premier Office (UK) Ltd (Quarterly Insurance)	75.00
Active Pump Services Ltd (Sewage Pump/Pipe Work)	886.00
Mulberry & Co (Interim Internal Audit 2019/20)	172.50
Members' Allowances (Three Councillors)	277.50
EDF Energy (Quarterly Link Road Lights)	303.07
Stokes (Stationery)	2.50
Amazon (Various Stationery/Hardware)	109.09
HDC (Dog Bin Emptying)	78.54
Green Manor Building Ltd (Third Payment for Public Conveniences)	11,533.00

**Transfer of Internal Funds in December 2019**

£15,000.00 transferred on 20<sup>th</sup> December 2019 and £15,000.00 transferred on 23<sup>rd</sup> December 2019, from the HSBC Money Manager Account to the Barclays Current Account.