



## Westmeston Parish Council

**COUNCILLORS ARE SUMMONED TO ATTEND AN EXTRAORDINARY MEETING OF COUNCIL  
TO BE HELD ON MONDAY 10<sup>TH</sup> JUNE 2024 AT 6.30PM AT WESTMESTON PARISH HALL**

*P. Vidler*

Paul Vidler  
Clerk to the Council

4<sup>th</sup> June 2024

**Members of the public have a right and are welcome to attend.**

**Please do not attend the meeting if you are experiencing a high temperature, continuous cough, loss or change of smell or taste, headache, sore throat or runny nose. If you require paper copies of the meeting documents, please print them off and bring them to the meeting, as we are unable to provide these.**

---

### AGENDA

1. **Apologies for absence:** To receive and accept any apologies for absence.
2. **Declarations of interest:** To note any declarations of interest.
3. **Election of Vice Chairman.**
4. **Public questions:** To receive questions from members of the public.
5. **Minutes of the previous meeting held on 14<sup>th</sup> May 2024:** To approve the minutes to be signed by the Chairman.
6. **Financial Regulations:** To agree the re-adoption of this document.
7. **To agree the 2023/24 financial statement including the schedule of payments, receipts, bank reconciliation and variances.**
8. **To agree exemption from a limited assurance review by the external auditor for the financial year 2023/24.**
9. **Annual Governance and Accountability Review 2023/24:**
  - (a) To receive and note report from internal auditor.
  - (b) To approve and sign AGAR section 1 Annual Governance Statement.
  - (c) To approve and sign AGAR section 2 Accounting Statements.

**10. Financial matters:** To approve payment of invoices.

<b>Payee</b>	<b>Reason</b>	<b>Amount</b>
Cathy Mills	McAfee subscription renewal	£195.99
Cathy Mills	Church Corner maintenance May 2024	£70.00
Business Services at CAS Ltd	Annual insurance renewal	£355.23
Paul Vidler	Microsoft subscription renewal	£148.32
Paul Vidler	Clerk's pay	£941.30
HMRC	PAYE	£235.20
Paul Vidler	Clerk's expenses	£15.30
Mulberry Local Authority Services Limited	Internal audit	£195.00

**11. Planning:** To agree responses to the following planning applications:

**(a) LW/24/0354 Land Adjacent to Mid Sussex Golf Club, Spatham Lane**

Provision of 4no. padel courts (Class F2) with ancillary office unit and casual seating area, provision of vehicle parking area, bicycle storage and soft landscaping.

**(b) LW/24/0355 The Old Wheel Cottage, Eastern Road, Wivelsfield**

Front/side single storey ground floor extension with single storey first floor extension to rear and fenestration alterations.

**12. First aid training:** To receive update.

**13. Any other information for noting:** None.

**14. Date of next meeting:** 9<sup>th</sup> July 2024 at 6.30pm.