



To All Councillors

A Meeting of Chailey Parish Council, which you are summoned to attend, will be held on Tuesday 20th January 2015 in the Reading Room, Chailey Green at 7.30 p.m.

Members of the public have a right to and are welcome to attend, and an opportunity will be made available to them to speak at the beginning of the meeting, after which they may remain, but must not speak unless invited to do so.

Signed: *V W Grainger*.....Clerk

Date: 14th January 2015.

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of Interest:**
 - In accordance with section 31 of the Localism Act 2011 members to declare any Disclosable Pecuniary Interests in items on this agenda.
 - Clerk to report any written requests for dispensation in respect of items on this Agenda.
- 3. Questions/comments from members of the public.** (This item to be limited to 15 minutes).
- 4. Items not on the agenda which the Chair is of the opinion should be considered as a matter of urgency.**
- 5. To agree the Minutes of the Council Meeting held on Tuesday 16th December 2014.**
 - (Previously circulated).
- 6. To consider revised Parish Council Emergency Plan**
 - (draft policy circulated)
- 7. To agree terms of reference of Chailey Parish Neighbourhood Plan Steering Group**
(copy of terms of reference circulated)
- 8. To review Chailey Commons LNR Management to include:**
 - Proposal for refreshed Management Committee- membership & structure (information circulated)
 - Response from Freedom of Information request from LDC (information to follow)
- 9. To review Parish Assets to include:**
 - Inspection Report on Rowheath Play Area (report circulated)
- 10. To consider response to Gatwick Flight Paths Consultation** (information circulated)
- 11. To receive Financial Reports including:**
 - Financial summaries for December 2014 (reports circulated)
 - Approval of items of expenditure (list to follow)
- 12. To agree 2015/2016 Budget/Precept** (report circulated)
- 13. To consider adopted of Parish Council Lone Working Policy**
 - (draft policy previously circulated).
- 14. To review progress of updated Parish Council Web Site** (report to follow)
- 15. To receive verbal reports from Council Representatives on Village Organisations:**

16. **To receive items for information or future discussion.**
17. **To consider items of correspondence for noting and response:**
 - Letter from Chailey Heritage Foundation regarding traffic issues (information circulated)
18. **To note Risk Implications:**
 - To include implications to Crime and Disorder Act 1998 Section 17.
19. **Confidential Information- Exempt Matters:**

To consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (admission to Meetings) Act 1960, s1 in order to discuss items 18 & 19 due to the confidential nature of these items.
20. **To receive report on Councillors responsibilities and job description and agree appropriate policy changes.** (information circulated)
21. **To consider Reading Room Cleaning Contract** (information circulated)
22. **Date of next meeting: Tuesday 17th February 2015 at Reading Room, Chailey Green**