

OVING PARISH COUNCIL

(Serving the settlements of Oving, Shopwyke, Drayton, Merston & Colworth in the district of Chichester, West Sussex)

Parish Clerk: Ruth Palmer, 4 Church Way, Pagham, West Sussex, PO21 4QN
Tel: 07770 742041 Email: clerk@ovingcommunity.org.uk

You are duly summoned to attend the next meeting of the Oving Parish Council on **Thursday 20th June 2024** starting at 6.45pm. This meeting will be held at Jubilee Hall, High Street, Oving, PO20 2DQ and virtually on zoom:

Meeting ID 873 9208 0165

Members of the public wishing to join the meeting in person are asked to contact the clerk beforehand to advise of their attendance.

Members of the public wishing to join the meeting via zoom should contact the clerk beforehand to obtain the meeting password.

Ruth Palmer, Parish Clerk & RFO

14th June 2024

AGENDA

1. Apologies for absence.
2. Declarations of Interest under the Code of Conduct.
3. Issues raised by members of the public for discussion with Council Members (up to 15 minutes, three minutes per person).
4. Approval of minutes (available at www.ovingcommunity.org.uk) and review of actions:
 - a) Annual Meeting of the Parish Council held on 16th May 2024.
5. Matters arising from the minutes as stated at item 4.
6. To review outstanding actions from previous minutes and agree any further actions required.
7. To discuss proposals to better engage with residents of Shopwyke and facilitate solutions to the issues they are experiencing.
8. To reconsider how the Parish Council is to pay for bus concession seats.
9. To consider a proposal for twinning the Parish of Oving.
10. To agree meetings to be held at The Hub at Shopwyke Lakes.
11. Finance:
 - a) To approve the schedule of payments, total tba, and receipts up to 14th June 2024.
 - b) To note the bank balances on 31st May 2024.
 - c) To agree the reconciliation of balances on 31st March 2024.
 - d) To receive the results of the internal audit and agree actions from advisories.
 - e) To approve and sign section one of the external audit AGAR submission for the 2023 external audit.
 - f) To approve and sign section two of the external audit AGAR submission for the 2023 external audit.

OVING PARISH COUNCIL

(Serving the settlements of Oving, Shopwyke, Drayton, Merston & Colworth in the district of Chichester, West Sussex)

Parish Clerk: Ruth Palmer, 4 Church Way, Pagham, West Sussex, PO21 4QN
Tel: 07770 742041 Email: clerk@ovingcommunity.org.uk

- g) To agree repair or replacement of the Community Support Worker's laptop.
 - h) To receive quotes and agree the purchase of a SID and brackets for the parish.
 - i) To adopt NALC's latest financial regulations.
 - j) To sign bank mandates for updates to the current Barclays account and new accounts with HSBC and Co-op banks.
 - k) To review the FCSC rules and agree any actions required.
 - l) To agree a donation to Oving District News.
12. To receive updates, consider and agree actions regarding the following projects:
- a) Highways – Cllr. Smith.
 - b) Shopwyke – Cllr. Matcham, Cllr. Akerman and Cllr. Hunt.
 - c) Community garden – Cllr. Marston.
 - d) Recreation ground/pump track – Cllr. Marston
 - e) Neighbourhood Plan – Cllr. Quigley.
 - f) Communication inc website – Mrs M. McPhail.
 - g) Jubilee Hall – Cllr. Marston.
 - h) Almshouse Trust – Cllr. Smith.
 - i) Youth Club – Cllr. Hunt.
13. To receive a report from District Councillors David Betts and Charlie Hastain.
14. To receipt a report from County Councillor Simon Oakley.
15. To receive a report from Community Support Worker June Milson.
16. To receive a report from Community Warden Dawn White.
17. To agree the installation of a memorial tree for Jaxson Steel.
18. Urgent items for reporting and including on a future agenda.
19. Next Meetings:

The next Planning Committee meeting will be held at Jubilee Hall and virtually on zoom, on **Thursday 27th June 2024** starting at 6.45pm.

The next Full Council meeting will be held at Jubilee Hall and virtually on zoom, on **Thursday 18th July 2024** starting at 6.45pm.

The next Neighbourhood Plan Steering Group meeting at Jubilee Hall is tba.