

# WISTON PARISH COUNCIL

Clerk: Lucinda Woodage, New Barn, North Lane, Wiston, Steyning,  
West Sussex BN44 3DQ

E-mail: [wistonparishclerk@gmail.com](mailto:wistonparishclerk@gmail.com) Website: [www.wistonvillage.org.uk](http://www.wistonvillage.org.uk)

**Annual Parish Council Meeting**  
**Wednesday 18<sup>th</sup> May 2022, 6.00pm, at The Meeting Place,**  
**Water Lane, Wiston.**

## *Minutes*

**Present:** Cllr Garner, Cllr Leppard, Cllr Nash, Cllr S Page

**In attendance:** Cllr John Blackall, Cllr Paul Marshall

**Clerk:** Lucinda Woodage

**Members of the public:** None

- 22.1 Election of Chairman.** Cllr Nash proposed and Cllr Page seconded that Sid Garner remain in post as Chairman of Wiston Parish Council.
- 22.2 Election of Vice-Chairman.** Cllr Garner proposed and Cllr seconded that John Goring remain in post as Vice-Chairman of Wiston Parish Council.
- 22.3 To consider accepting apologies for absence.** Apologies received and accepted from Cllr John Goring and Cllr Philip Circus.
- 22.4 To record declarations of interest from Members in any item to be discussed.** None for this meeting.
- 22.5 To approve the Minutes of the meeting of 16<sup>th</sup> March, circulated by email.** Approved and duly signed by the Chairman as a true record.
- 22.6 To adjourn the meeting to allow public participation.** None for this meeting.
- 22.7 To receive reports from County and District Councillors.** Cllr Marshall reported that a public consultation is ongoing regarding future use of the redundant cement works in Shoreham. Cllr Blackall reported that the water neutrality issue is still causing a major delays in the Planning Department.

Cllrs Blackall and Marshall left the meeting at 1830

## 22.8 Highways and Footpaths

22.8.1 Cllr Garner will remove the pile of leaves etc stacked against the phone box.

## 22.9 Planning Matters

22.9.1 **DC/22/0695 Woodmans Farm resubmission. Change of Use from Agricultural Barn (stables/equestrian) to Suis Generis to form new game processing workshop.**

The Parish Council has submitted a stance of objection.

22.10 **Design Statement.** Nothing for this meeting.

## 22.11 Finance

22.11.1 **Bank balance @ 18.05.22: £12,615.20**

22.11.2 **Approved payments:**

Payee	Amount
L M Woodage, Clerk, March	£249.97
M Thomas, Litter Warden, March	£ 48.20
Amazon, printer ink cartridge and printer paper	£ 29.52
Arboricultural Excellence, clearing branches at SIDs	£660.00
Currys, Acer laptop	£434.00
Microsoft, Microsoft 365 for laptop	£ 79.99
Able Window Cleaning, cleaning of village gates	£ 40.00
Mulberry and Co, Internal Audit	£180.00
L M Woodage, Clerk, April	£213.68
M Thomas, Litter Warden, April	£ 48.20

### Receipts:

Horsham District Council, 1 <sup>st</sup> payment precept	£2,078.00
Horsham District Council, Platinum Jubilee Grant	£ 200.00

22.12 **Approval of Annual Governance Statement 2021/22.** To review and approve the AGS, acknowledging this PC's responsibility for ensuring a sound system of internal control and arrangements for the preparation of Accounting Statements for the year. To be signed by the Chairman and the Clerk.

22.13 **Approval of Annual Accounting Statements 2021/22.** To be signed by the Responsible Financial Officer and the Chairman.

22.14 **Approval of the Certificate of Exemption 2021/22.** The Chairman and the RFO are required to sign the CoFE for smaller authorities to exempt this PC from the requirement for a limited assurance review and external audit.

22.15 **To approve the year end accounts, circulated by email.** Approved.

22.16 **To review and approve the Financial Regulations.** Approved.

22.17 **To review and approve the Financial and Non-Financial Risk Assessments.** Approved.

**22.18 Community Matters**

**21.90.1.1** To receive an update from Cllrs Garner and Goring re trees for residents to mark the Platinum Jubilee.

**21.90.1.2** To receive an update from Cllr Page regarding Jubilee Party on June 5<sup>th</sup>. The Clerk will send the funds to Steve. Agree in principle to make a donation.

**22.19 Rampion 2.** Nothing new for this meeting.

**22.20 Information items.** Councillors' opportunity to raise matters not already discussed, and to suggest items for inclusion on the next meeting agenda. Nothing for this meeting.

**22.21 Meeting dates for the year, Wednesdays, 6pm:**

**2022**

**July 20<sup>th</sup>**

**September 21<sup>st</sup>**

**November 16<sup>th</sup>**

**2023**

**January 18<sup>th</sup>**

**March 15<sup>th</sup>**

**May 17<sup>th</sup> – Annual Meetings**

**The meeting closed at: 1900**

**Signed:..... Date: July 20<sup>th</sup> 2022**  
**Chairman.**