

COLGATE PARISH COUNCIL

**Councillors are summoned to a Full Council Meeting which will be held on 15th May 2022
at 7.30pm Colgate Village Hall.**

The public should be aware that being present at a meeting of the Council or one of its committees or Sub-Committees will be deemed as the person having given consent to being recorded (photograph, film, or audio recording) at the meeting, by any person present.

Agenda

1. a) Election of Chair and Vice Chair, Nomination of Councillors to specific responsibility, elect Councillors to represent the Councils at HALC, WSALC and NALC. Agree membership and appointments.

Chair

Vice Chair

Planning responsibility

Finance responsibility

HALC/WSALC rep.x2

Community Rep for Gatwick airport.

Complaints committee (x3)

Health and Safety Rep.

Internal Auditor-Mark Mulberry Ass.

Agree membership to Associations. (Society of Local Councils Clerks, National Ass.Local Councils., West Sussex Ass.of Local Council, Horsham Ass. Of Local Council, GACC)

GDPR-GDPR-info

IT support-Netcom It

Website provider-VisionICT

Preferred contractor:

Grasstex

Buchanan and Curwen

b) All Councillors to sign an updated Office of Acceptance

c) All Councillors to provide a new Register of Interest.

d) Agree that the Council meets the criteria to use the Powers of Competency

09/05/2023- Original signed by Clerk.

Mrs B Clayden, Colgate Parish Clerk

36 Leighlands, Pound Hill, Crawley, West Sussex, RH10 3DW

Clerk@colgatefaygate.com

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A power introduced by section 1(1) of the Localism Act 2011 and section 24 of the Local Government and Elections (Wales) Act 2021 respectively which allows local authorities in England and relevant authorities in Wales to do anything an individual can do, unless prohibited by law (and subject to public law principles). Councils can use this power if two thirds of the Councillors have been voted in during an election (or an election was uncontested) and the Clerk holds the CILCA qualification.

2. Apologies and Register of Interest on items on the agenda.

3. Agree the minutes of Full Council on 17th April and Planning meeting on 19th April and 10th May.

Draft minutes can be found on www.colgatefaygate.com

4. Meeting opened.

a) members of the public to speak on matters connected to the agenda and other matters which can be noted but no decision can be made.

b) For District and County Councillors to speak on any matters including updates from the District and County Council.

5. Finance-

Update and Agree:

a) Cheque payments for April/May

b) Cheques to be paid May/June

c) Report on accounts.

d) Internal audit Report

e) Agree and sign off the AGAR section 1 and 2

I. Annual Governance Statement approved by Council.

li. Accounting statement approved by the Council.

III. Agree the Notice of Public Rights dates.

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e) Staff Expenses

f) Grant Application-

g) Insurance Policy

Councillor to discuss and agree on the company to provide the Council with insurance. Three different companies' insurance schedules were distributed to the Council in April and this item has been carried forward.

6.Transport/Travel/Highways.

Update Traffic Regulation Orders -applying for speed limits WSCC new processes (SG)

7.External meeting

Opportunity for Councillors to update the Council on any meetings attended.

8.Co option

Colgate PC has a non-contested election. Eight nominations were accepted leaving one vacant position which can be co-opted to after 9th May. The co-option can be advertised until 9th May. Any application received prior to this date will be considered at the meeting held on 15th May under the normal procedure for co-option.

9. Parish Assets

Next Report on assets due My 2023. (VF)

- Defibs – monthly check.
- Salt bins/reserves – update. (BC)

10 Climate Change and Sustainability. (BH) Update

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11. Social Media/Communication

Website and social media to improve engagement with members of the public. (B/f from April 17th)

With the growth in the Parish population and the disconnect between KWV which holds the large majority of that population, and the rest of the Parish should the Council consider investing time, effort, and money in updating and improving our communication with the population as a whole.

12. Noticeboards – Kilnwood Vale

- . Update: HDC planning help desk have suggested Colgate PC make a pre planning application to ascertain whether planning permission for a new noticeboard is required. Cost of the pre planning application is £30. Before proceeding with the application, the Clerk has asked the management company at Kilnwood Vale to check that Crest Nicholson approve the new noticeboard.
- Colgate and Faygate noticeboards-update.

13 Durrants Village facilities.

Access to members of the public as per s106 agreement. Update (VF)

14.Dates and times of next meeting: Locations and dates may be subject to change.

Monday at 7.30pm at

- **15th May 2023- Colgate**
- **12th June- Durrants Village**
- **10th July-Colgate**
- **11th Sept-Durrants**
- **9th Oct-Colgate**

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- 13th Nov- Durrants Village
- 8th January 2024-Colgate
- 12th February- Durrants village
- 11th March-Colgate – (Community meeting)
- 8th April -Durrants village
- 13th May-Colgate (Annual Parish Meeting)

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