



MEMBERS OF RUSPER PARISH COUNCIL ARE SUMMONED TO THE ORDINARY MEETING OF  
RUSPER PARISH COUNCIL TO BE HELD ON TUESDAY 26<sup>th</sup> OCTOBER 2021 AT 7.30 pm AT RUSPER  
VILLAGE HALL

## AGENDA

### PLEASE NOTE:

- Please sanitise your hands once inside the building, and wear a face covering until you are seated.
- A QR code is on the door for you to scan with your phone.
- Seats will be set 2m apart, please do not move them unless you are in a household/bubble with anyone else.
- There will be no paper copies of the agenda available but this will be displayed on the projector.
- Doors and windows will be left open during the meeting so please dress appropriately.

*Thank you for your understanding.*

### 1. Apologies

To **receive** apologies from absent Councillors.

### 2. Declaration of interests

To **receive** declarations of interest in respect of items on the agenda.

### 3. Minutes of previous meeting

To **approve** the Minutes of the previous Council meeting.

### 4. Open Forum

During the meeting and at the Chairman's discretion, members of the public will be allowed to ask questions of and make statements to the Council for a maximum time of 15 minutes. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council or Committee meeting. Members of the public are asked to restrict their comments/questions to three minutes.

### 5. Reports from other Authorities

To **receive** verbal reports from District and County Councillors.

### 6. Climate Emergency

To **acknowledge** that there is currently a climate emergency, and to ensure that all decisions made within the meeting have consideration to this.

### 7. Meeting dates for 2022 ([document 1](#))

To **approve** the dates set for 2022, and consider the options for the February meeting.

**8. Insurance coverage ([document 2](#))**

- a. To **accept** the insurance valuation of the Pavilion.
- b. To **agree** to increase the insurance coverage of the pavilion.

**9. Gatwick Airport ([document 3](#))**

To **agree** a response to the consultation run by Gatwick Airport about bringing their Northern runway into routine use. More details can be found on this website: [Northern Runway and our Future Plans | Gatwick Airport LGW](#). This consultation runs until 1<sup>st</sup> December.

**10. Remembrance Wreath**

To **consider** buying a wreath at a cost of £40.

**11. Winter Management ([document 4](#))**

- a. To **approve** the Winter Management Plan.
- b. To **consider** the purchase of a new grit bin at the junction of Orltons Lane/Langhurst Lane/The Mount to replace the bin that went missing at a cost of £114.84 plus VAT from Glasdon: [Nestor™ 90 Grit Bin | Grit Salt Bins | Glasdon](#)

**12. Joint Action Group**

To **consider** items to report to the Joint Action Group.

**13. Queen's Platinum Jubilee ([document 5](#))**

To **consider** taking part in the beacon lighting on 2<sup>nd</sup> June 2022 and tree planting.

**14. Reports from representatives**

- a. To **note** the upcoming West Sussex Association of Local Councils AGM to be attended by Cllrs Cooke and Hanstad-Pilcher.
- b. To **receive** verbal reports from Councillors on their various responsibilities.

**15. Correspondence**

To **note** the following:-

- Reports on S106 funding available. ([document 6](#), [7](#) and [8](#))
- Thank you letter from Age UK. ([document 9](#))

**16. Clerk's report**

- a. To **review** the requirements/restrictions to volunteers undertaking tasks for the Council. ([document 10](#))
- b. To **receive** a verbal report from the Clerk.

**17. Financial**

- a. To **approve** the report, which includes the reconciliation. ([document 11](#))
- b. To **approve** the Direct Debit and Standing Order payments. ([document 12](#))
- c. To **review** the Quarter 2 budget notes. ([document 13](#))

**18. Schedule of payments**

To **approve** the payments as shown on the schedule (to be circulated separately).

***Confidential***

*If any item is considered to be confidential due to the nature of the business to be discussed, Council may resolve to temporarily exclude the press and public.*

**19. Contract for Clerk**

To **approve** an updated contract for the Clerk (to be circulated separately).

**20. Salary review for Litter Warden**

To **consider** the attached report (to be circulated separately).

*L Bannister*

Clerk to Council  
20<sup>th</sup> October 2021