



MEMBERS OF RUSPER PARISH COUNCIL ARE SUMMONED TO THE ORDINARY  
MEETING OF RUSPER PARISH COUNCIL TO BE HELD ON TUESDAY  
28<sup>th</sup> MARCH 2023 AT 7.30 pm IN RUSPER VILLAGE HALL

## **AGENDA**

**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 Chair'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. Courage Dyers Grant/Procurement**

- a) To acknowledge the grant award of £5725 from Courage Dyers
- b) To **agree** on suppliers following the procurement process
- c) To **agree** next steps

**8. Proposed Expenditure on Transport Consultant**

- a) To **agree** that a transport report is required and that this should be made in advance of planning applications and not as a critique to HE report when submitted
- b) **Agree** the scope of coverage of the report in terms of areas of the Parish
- c) Establish and **agree** that budget exists

- d) **Approve** expenditure of up to £5,000 for this work
- e) Recommendation is to accept (subject to scope clarification) from contractor of £5,000 (no VAT)

**9. Rusper Sports Clubs Terms of Reference - Rusper Sports Club**

- a) To **agree** the management structure for the Sports Club.
- b) To **discuss** Sub-leasing the facility to a separate organisation "Rusper Sports Club". This would involve significant legal costs for both parties.
- c) To **discuss** sub-letting the facility to a separate organisation "Rusper Sports Club". This would involve some legal costs to RPC to consider the implications to the current lease, but place greater responsibility on the separate Rusper Sports Club organisation (and possibly mean slightly less control by RPC).
- d) To **agree** the next steps for the Terms of Reference document.

**10. Reports from representatives**

To **receive** verbal reports from Councillors on their various responsibilities.

**11. Procurement Workbook**

To **receive** the short form procurement procedure and requisition form for all identified procurement needs going forward

**12. Neighbourhood Plan Steering Group**

- a) To **agree** the attached Steering Group Terms of Reference (to be circulated separately)
- b) Next NPSG is 4<sup>th</sup> April 2023 at The Plough, Rusper (meeting location tbc)

**13. Annual Parish Meeting 20<sup>th</sup> April 2023.**

A reminder to all Councillors of the arrangement made for the APM on 20<sup>th</sup> April 2023.

**14. Clerk's report**

To **receive** a written report from the Clerk.

**15. Financial**

To **approve** the report.

**16. Schedule of payments**

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

*L Wilcock*

*Clerk to Council*

*23<sup>rd</sup> March 2023*