



**Minutes of the WEST DEAN PARISH COUNCIL
EXTRAORDINARY GENERAL MEETING held on
Wednesday 25 May 2023. Start time 7:00 pm
KING GEORGE'S HALL**

MINUTES

Councillors present: Jane Higgins (JH) - Chair, Yasmin Taylor (YT), and Harry Urquhart (HU).

Others present: Melanie Camilleri (MC) – Clerk/RFO and 14 members of the public attended.

34/23 Apologies for Absence: None

35/23 Declarations of interest: None

At this point of proceedings, the Chair JH requested the following to be noted for the Minutes:-

1. JH has given permission for SSEN to carry out essential tree and vegetation management on the Rec Grd in the week commencing 12 June (observing bird nesting requirements (Wildlife and Countryside Act 1981 and the European Habitats Directive 1992/Nesting Birds Directive)).
2. JH handed invoices to MC for settlement: 1) Pack of 6 Walkie Talkies 2) Reimbursement for refreshments for the Annual Parish Meeting
3. JH read out an email exchange between her and WALC. This exchange was in response to an email WALC had sent to Cllr Urquhart (cc'ing her in) summarising a phone call they'd received from Cllr Urquhart. JH wished to record in the Minutes:-
 - o HU has now made a 'Declaration of Interest' on Glebe Farm planning matters (in accordance with the provisions of the Localism Act 2011).
 - o The Clerk is serving her notice until 31 May 2023 specifically at JH's request (as Chair).
 - o Recruitment of a new Clerk/RFO is following correct due process. The vacancy has been advertised on WALC's website, WDPC's website, and Social Media (FB). Closing date for applications is 16 June 2023. Interviews to be held week commencing 26 June 2023. No applications have been received to date.

36/23 Co-option of new Councillors

- i) Four applications for co-option were considered. All applicants meet eligibility requirements.
- ii) **RESOLVED:** co-option of Katja Biddulph (KB), John Camilleri (JC), Carly Moseley (CM), and Dr Bill Seabrook (BS). 'Declaration of Acceptance of Officer' and 'Register of Member's Pecuniary Interests' forms completed. All seats on WDPC have now been filled.
- iii) Allocation of the following areas of responsibility to Councillors: -
 - a. West Dean Rec Grd/Play Park: CM
 - b. Planning: JC, BS
 - c. West Dean Emergency Plan (update): JC
 - d. SWAB: HU
 - e. Wildlife/Bentley Wood: YT
 - f. Allocation of responsibilities to KB: to be decided

37/23

Village Maintenance

- i) RESOLVED: to purchase 3x new Planters (+ compost) for the village green. Estimated spend £200. A member of the parish has volunteered to maintain them.

38/23

Clerk/RFO

- i) RESOLVED: JH will serve as acting Clerk/RFO until such time a permanent replacement has been recruited
- ii) RESOLVED JH and MC to co-ordinate hand-over of papers of the Clerk/RFO's office before 31 May 2023.

39/23

Date of next meeting

The date of the next Meeting for **West Dean Parish Council** will be held on **Monday 17 July 2023** at **7:00pm** in the **King George's Hall**.

Aim to hold all future meetings on 3rd Monday of the month (so as to avoid a conflict with WTPC meetings on the 2nd Monday of the month)

Being no further business, JH closed the meeting at 8:27pm.