

**Full Parish Council - Agenda**

Clerk: Michaela Frost

Rear of Village Hall

The Green

Horsted Keynes

West Sussex

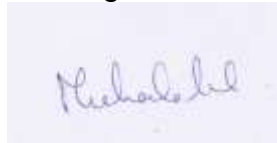
RH17 7AP

Tel: 01825 791919

e-mail: [hkparishcouncil@gmail.com](mailto:hkparishcouncil@gmail.com)

3 October 2018

Members of Horsted Keynes Parish Council are summoned to a Parish Council meeting to be held in the Village Hall on Tuesday 9 October 2018 at 7.30pm.



Michaela Frost  
Parish Clerk

---

**AGENDA**

**1. PUBLIC PARTICIPATION**

Members of the public are welcome and encouraged to attend. The first ten minutes of the meeting will be available for the public to express a view or ask a question on relevant matters on the agenda. The public and press are also welcome to stay and observe the rest of the meeting.

**2. APOLOGIES** – to receive apologies for absence.

**3. DECLARATIONS OF INTEREST**

Members are invited to make any declaration of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.

**4. MINUTES**

4.1. To resolve that the minutes of the Council Meeting held on Tuesday 11 September 2018 be taken as read, confirmed as a correct record and signed by the Chairman.

4.2. Matters outstanding from these minutes (not listed as separate agenda items).

**Full Parish Council - Agenda**

**5. FINANCE AND GOVERNANCE**

- 5.1. To authorise schedule of payments and note receipts and year to date expenditure (attached).
- 5.2. To note receipt of audited accounts for 2017/18 financial year and to consider comments from external auditor. *(Where any amendments are agreed in line with auditor comments, Annual Accounting Statement for year ended 31/03/2018 will need to be re-signed as appropriate).*
- 5.3. To consider delegation of the following to the Finance & Governance Committee:
  - Preparation of Parish Council budget for 2019/20 financial year. Recommended budget to be presented to the full Parish Council in January 2019 together with resulting impact upon 2018/19 Parish precept for consideration prior to submission to MSDC.
  - Preparation of Parish Council Business Plan for the period April 2019 to March 2020. Recommend Plan to be submitted to the full Parish Council by April 2018 for consideration
- 5.4. To note the Insurance Renewal for the Parish Council. (Circulated separately)

**6. REPORTS**

- 6.1. To receive a report from County Councillor.
- 6.2. To receive a report from District Councillors.
- 6.3. To receive and consider reports from Parish Councillors.

**7. NEIGHBOURHOOD PLAN**

- 7.1. To receive an update on the Neighbourhood Plan

**8. TOILETS, GREENS & RECREATIONAL GROUND AND HIGHWAYS**

- 8.1. To receive an update on matters from TGR& H Committee Members *(Including to discuss Play Area installation, opening event and fence surrounding play area Any Quotes for the replacement of the fence will be circulated separately)*

**9. PLANNING**

- 9.1. To receive verbal report on Planning Applications received and any MSDC decisions.

**10. DATE OF NEXT MEETING**

- 11.1. To note that the next meeting will be held on Tuesday 13 November 2018

**11. COMMENTS FROM MEMBERS OF THE PUBLIC**