

Chidham & Hambrook Parish Council

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Clerk to the Council: Caroline P Davison

30th November 2017

MEETING OF THE PARISH COUNCIL

Members are hereby summoned to attend the Meeting of Chidham & Hambrook Parish Council to be held at **7.00 pm** on **Thursday 7th December 2017** in the Chidham Village Hall.

Caroline P Davison

Caroline P Davison - Clerk to the Council

AGENDA

1. **Apologies for absence.**

2. **Declaration of interests.**

a) To receive Declarations of Interest in respect of matters contained in this Agenda, in accordance with the provisions of the Localism Act 2011 in respect of Members and in accordance with the provisions of the Local Government Act 1972 in respect of Officers.

b) To consider any Dispensation Requests received by the Clerk not previously considered.

3. **Minutes**

i) To approve and sign the Minutes for the Full Parish Council Meeting held on 2nd November 2017. (See Appendix I)

ii) To approve and sign the Minutes for the Extraordinary Meeting held on 7th November 2017. (See Appendix II)

4. **Co-option of New Parish Councillor**

To note that the co-option of a new Parish Councillor has been deferred to the Full Parish Council Meeting to be held on 4th January 2018.

5. **Public Open Forum**

6. **Reports** - to receive relevant reports (5 mins each report including Q&A) from the:

a) Chairman (verbal report)

b) District Councillors

c) County Councillor

7. **Finance and Corporate:**

a) **Finance & General Purposes Working Group Meeting**

To receive the report of the Finance & General Purposes Working Group Meeting held on Tuesday 28th November 2017 and agree the following recommendations detailed therein (See Appendix III).

i) **Financial Statement**

To note the financial statement to end November 2017 (see Appendix IV)

ii) **Budget Virements**

Recommended that the Parish Council approve the recommended Budget virements for the current financial year as detailed in the report. (See Appendix V)

iii) **Budget 2018/19** - To receive the report and recommendations of the Finance & General Purposes Working Group Meeting in respect of the budget for 2018/19. (See Appendix VI/VII)

Recommended that the Parish Council agree to the recommended budget proposals for 2018/19 as detailed in the report.

iv) **Bank Account for Community Infrastructure Levy**

Recommended that the Parish Council set up a separate Bank Account for financing of projects undertaken using Community Infrastructure Levy.

v) **Parish Council Website**

Recommended that the Parish Council take up the offer from the Community Website to create a new website on behalf of the Parish Council which can be independently accessed but will also form part of the Community Website. (See Appendix VIII)

vi) **Policies**

Recommended that the Parish Council approve and agree to the introduction of the following new policies (see Appendices IX/X):

Freedom of Information Policy

Data Protection Policy

vii) **Publication Scheme**

Recommended that the Parish Council approve the new Publication Scheme for Chidham & Hambrook Parish Council (see Appendix XI)

b) To authorise payments for December 2017

8. **S106 Public Art Project**

To receive an update report from Cllr Jane Towers. (See Appendix XII).

9. **Planning Committee Meeting**

- a) To receive a report from the Chairman of the Planning Committee
- b) To note that the next Planning Committee Meeting will be held on 12th December 2017 at 7.00pm in Chidham Village Hall.

10. **Clerk's Report**

To receive a verbal report from the Clerk.

11. **Meeting Dates**

- i) To note that the first Thursday of April 2018 is in the Easter Week.

Recommended that the Full Parish Council Meeting in April is scheduled to be held on Thursday 13th April 2018 instead of Thursday 5th April 2018.

- ii) The next full Parish Council Meeting will be held at 7.00pm on 4th January 2018 in the Chidham Village Hall.

- iii) To note the scheduled Meeting Dates for the next six-month period. (Appendix XIII).

12. **Exclusion of Press and Public**

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Part II

13. **Pension Provider**

To receive a report from Independent Financial Solutions in respect of a proposed change of Pensions Provider for the Parish Council.

(Parish Councillors only will be present for Agenda Item 20).

14. **Staffing Matters**

To receive a report from the Staffing Committee in respect of the contracted work to be undertaken on behalf of the Parish Council by HR Services Partnership.

Recommended that HR Services Partnership be instructed to undertake the course of action proposed by the Staffing Committee.

To resolve that HR Services Partnership be instructed to undertake the course of action proposed by the Staffing Committee.

Filming of Parish Council meetings and use of social media:

During this meeting the public are allowed to record or film the meeting or to use social media, providing it does not disrupt the meeting. You are encouraged to let the Parish Clerk know in advance if you wish to record or film. Mobile devices should be switched to silent for the duration of the meeting

**THE PUBLIC HAVE A RIGHT TO ATTEND COUNCIL MEETINGS
AND ARE MOST WELCOME**