

# Chidham & Hambrook Parish Council

27 Bramber Square, Rustington, BN16 3EJ

Tel: 07986 395253

Email: [chidhamandhambrookpc@gmail.com](mailto:chidhamandhambrookpc@gmail.com) Website: [www.chidhamandhambrook.info](http://www.chidhamandhambrook.info)

27 July 2018

## MEETING OF THE PARISH COUNCIL

Members are hereby summoned to attend a meeting of Chidham & Hambrook Parish Council to be held at **7:00pm** on **Thursday 2 August 2018** in Chidham Village Hall.

Bambi Jones **Clerk and RFO**

## AGENDA

### 1. Apologies for Absence

Apologies for absence will be taken. Apologies have been received from xx.

### 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

To approve and sign the Part I Minutes of the Parish Council meeting held on 5 July 2018 (attached).

### 4. Matters Arising from the Minutes

### 5. Public Open Forum

Members of the public are invited to raise matters or to ask questions.

*Standing order: The period of time designated for public participation at a Council in accordance with standing order 3(e) above shall not exceed (15) minutes unless directed by the chairman of the Council. Subject to standing order 3(f) above, a member of the public shall not speak for more than (3) minutes*

### 6. Reports - to receive relevant brief reports from the:

- a) Parish Council Chairman
- b) District Councillors
- c) County Councillor

### 7. Clerk's Report

To include an update on progress with ongoing projects:

- a) Clerks laptop and GDPR update
- b) NHB funding applications

8. **Finance and Corporate**
  - a) **Authorisation of Payments:** To authorise Payments to 27 July 2018 as follows per attached:
  - b) **Online Banking by the Parish Council:** Update on (1) application for additional authorised persons to undertake online banking activities and/or as cheque signatories on behalf of the Parish Council and (2) change of Parish Council address and contact person registered with Lloyds Bank – process and timing.
9. **Brief Progress Updates by representatives of Parish Council Task Forces:** To receive brief progress updates:
  - a) **Business Plan:** Cllr P MacDougall
  - b) **Road & Footway:** Cllr Jane Towers
  - c) **CHEMROUTE:** Cllr Philip MacDougall
10. **Reports from the following working parties:**
  - a) Communications Working Party
  - b) Governance Working Party
11. **Litter**

A written update from Cllr M Gilby will be circulated.
12. **Flat Road waste ground**

An update will be provided by Cllr P MacDougall.
13. **Wildlife Corridors**
14. **Neighbourhood Plan**
15. **Natural England consultation**

Proposition: One or more councillors to provide a response to the Natural England consultation document with a response to both Natural England and NALC.
16. **Village Hall matters**
  - a) Roof Repairs
  - b) Wifi progress
  - c) Designs for mural tiles for the arches (as required by minute 154/17 of the Parish Council meeting held on 2 November 2017)
17. **Planning Committee**
  - a) To note the minutes of the Planning Committee meeting held on 31 July 2018.
  - b) To receive a brief update report from the Chairman of the Planning Committee in respect of recent Planning Matters.
18. **Meeting Dates**
  - a) The next Parish Council Meeting will be held at 7:00pm on Thursday 6 September in Chidham Village Hall.
  - b) The next Planning Committee will be held at 7:00pm on Tuesday 11 September 2018 in Chidham Village Hall.
  - c) A meeting of the Finance Committee has been scheduled for Tuesday 11 December 2018.

19. **Items for the next meeting**  
An update on the Neighbourhood Plan.
20. **Any Other Business**  
Meeting to conclude by 9pm.  
*Standing Order: 3 w A Council meeting should not normally exceed a period of (2) hours.*
21. **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**

22. **Confidential Business in Closed Session**
  - a) To approve and sign the Part II Minutes of the Parish Council meeting held on 5 July 2018 (attached).
  - b) Approval of contract: Proposal: that the clerk's contract be approved without further discussion.

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

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.