

Chidham & Hambrook Parish Council

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26 October 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 1 November 2018** in Chidham Village Hall.

MEMBERS: Cllr P MacDougall (Chairman), Cllr J Towers (Vice-Chairman), Cllr C Archer, Cllr A Collins, Cllr M Gilby, Cllr G Hyde, Cllr I Littlefield, Cllr R Perri, Cllr J Sheppard

Signed: *B Jones*

Mrs B Jones **Clerk and RFO**

AGENDA

1.	Election of Vice-Chairman Cllr J Towers was elected as Vice-Chairman at the 5 July 2018 meeting, this only being for the next couple of meetings. A formal vote needs to be taken to elect a Vice-Chairman on a permanent basis.
2.	Apologies for Absence To consider apologies for absence.
3.	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.
4.	Minutes To approve and sign the Part I Minutes of the Parish Council meeting held on 4 October 2018 (attached).
5.	Matters Arising from the Minutes (if not on the agenda for discussion)
6.	Public Open Forum Members of the public are invited to raise matters or to ask questions. <i>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.</i>
7.	Receive Reports a) Parish Council Chairman b) District Councillors

	<p>c) County Councillor d) Clerk & RFO</p>
8.	<p>Progress updates from Parish Council Task Forces and Working Groups</p> <p>a) Business Plan: Cllr P MacDougall To approve the final version of the Business Plan (circulated by email 26 Oct 2018).</p> <p>b) Neighbourhood Plan: Cllr A Collins to report on the timescale and cost</p>
9.	<p>a) Motion relating to West Sussex County Council's proposed cuts to Housing Related Support Grant – Cllr J Towers (attached)</p> <p>b) Motion relating to encroaching vegetation Cllr M Gilby proposes a motion that CHPC will contact residents directly with regard to encroaching vegetation. This will initially be a letter delivered by hand. We are then able to open a dialogue with residents to explain the reasons - we do not wish to cause any inconvenience or obstruction to our neighbours or pedestrians using the footpaths or restrict cyclists/drivers sightlines.</p>
10.	<p>Committee Minutes and Reports</p> <p>a) Planning Committee 23 October 2018 (attached) b) Finance Committee 25 October 2018 (to follow) c) POSAC – Cllr A Collins action at last meeting to set a date for the next meeting d) Parish drainage and proposed projects (Cllr C Archer report attached) e) Document retention and disposal scheme (attached) f) Roads & Footways Working Group and Local Transport Improvement programme – Cllr J Towers to update g) Village shop/community hub – Cllr M Gilby h) Bus user consultation - response to consultation circulated by email 10 October 2018 i) Litter bins j) Local Plan Review – contact with developers k) Consultation on the draft Infrastructure Business Plan 2019-2024 (circulated by email 4 October 2018) l) Set up of The Meadows Acquisition Community Group – Cllr P MacDougall m) Speed Indicator Device (SID)</p>
11.	<p>Finance and Governance</p> <p>a) To authorise payment of invoices to 31 October 2018 and works to be authorised (attached). b) New Homes Bonus – To approve the conditions for this 2018 grant funding c) CIL monitoring report 2017-18 – for noting</p>
12.	<p>Meeting Dates</p> <p>a) Planning Committee - 7:00pm Tuesday 13 November b) Finance Committee – 7:00pm Thursday 15 November c) List of meeting dates to June 2019 for approval</p>
13.	<p>Items for the next meeting</p>
14.	<p>Any Other Business Meeting to conclude by 9pm (<i>Standing Order: 3 w A Council meeting should not normally exceed a period of (2) hours</i>).</p>

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.