

Chidham & Hambrook Parish Council

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Clerk to the Council: Caroline P Davison

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 3rd November 2016** in the Chidham & Hambrook Village Hall.

Caroline P Davison

Caroline P Davison - Clerk to the Council

AGENDA

Part I

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**

Approve and sign the Part I Minutes of the Parish Council Meeting held on 6th October 2016.

4. **Public Open Forum**

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

a) Chairman - verbal report

b) District Councillors

c) County Councillor

6. **Drainage and Footpath Working Group**

a) To receive an update report from Cllr Archer.

b) To consider whether to divide existing Drainage and Footpaths Working Groups into two separate working groups/advisory committees as follows:

Drainage & Sea Defence Advisory Committee (DRASAC) – Drainage Aspect to include both Surface Water and Waste Water

Rights of Way Advisory Committee (ROWAC) – to include Public Footpaths, Bridleways, etc.

- (c) Dependent on Council agreement with (b) above, to agree that the constitution, terms of reference and election of members and chairman for each advisory committee will be placed on the agenda of the 1 December 2016 Parish Council Meeting.

7. **Planning Committee** – to receive an update report from Cllr Wilkinson, Chairman of the Planning Committee. To note the date of the next Planning Committee to be Tuesday 22nd November 2016 at 7.30pm in the upper hall of Chidham & Hambrook Village Hall
8. **Naming of development on land east of 1 Kiln Drive, Lion Park, Hambrook, West Sussex** - to consider the Parish Council response to naming of the above development with the proposed name of “Kiln Mews” and to identify any alternative suggestions or observations for forwarding to Chichester District Council by November 16th 2016
9. **School Parking** - to receive a report from Cllr Jane Towers and agree actions therein
10. **New Homes Bonus Projects**
 - a) To receive a report with suggested locations for Automated External Defibrillators and housing units and any given constraints in respect of these locations and agree actions therein
 - b) To receive a report in respect of the blackout blinds for Chidham & Hambrook Village Hall and agree to proposed change of supplier to another of the three suppliers identified in New Homes Bonus Application Form
11. **Finance and Corporate:**
 - a) To receive and approve the Clerk’s Financial Statements
 - b) To authorise payments for November 2016.
 - c) **Chidham & Hambrook Village Hall Payments** – to agree that the Clerk and any two cheque signatories be authorised to arrange for payment of monies due for the current refurbishment works at Village Hall on the production of an interim certificate from the architect and related invoice from Nutbourne Construction - to enable the payments to be made in accordance with the contractual terms.
 - d) To receive an update report on the Finance & General Purposes Working Group Meeting that took place on 18th October 2016 and to agree to implement recommended virements within the 2016/17 budget.

- e) **New Litter Bin** - to consider a proposal for a new litter bin to be located outside Play Area in Broad Road, Hambrook and, if agreed, for emptying to be arranged through Chichester District Council.
- f) **Community Noticeboard** to consider a proposal for a community noticeboard to be located outside Play Area in Broad Road, Hambrook.
- g) **Bus Shelter** – to receive a report from Cllr Sheppard and to agree the preferred choice of bus shelter to be located at Barleycorn North.

12. **Items for inclusion on Agendas for Future Meetings**

13. **Date and time of Next Meeting:**

7pm on Thursday 1st December 2016 in the lower hall of the Village Hall.

14. **Exclusion of the 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

15. **Minutes**

Approve and sign the Part II Minutes of the Parish Council Meeting held on 6th October 2016.

16. **Staffing Matters** – to consider the Chairman’s report and recommendations (copy for Members of the Council only)

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**