

# 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 6<sup>th</sup> April 2017** in the Chidham & Hambrook 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**

Approve and sign the Minutes of the Parish Council Meeting held on 2<sup>nd</sup> March 2017.
4. **Co-option of New Parish Councillor**

To elect a co-opted Member to the Parish Council
5. **Public Open Forum**
6. **Reports** - to receive relevant reports (5 mins each report including Q&A) from the:
  - a) Chairman (verbal report)

To include updates on:
    - i) Parish Council representation at CHANE RA Village Open Day
    - ii) Chidham Lane Tidebank
    - iii) White Cottage Ditch – drainage works
  - b) District Councillors
  - c) County Councillor

## 7. Hambrook Waste Recycling Site

To consider the proposals put forward by Cllr Ms Sandra James, WSCC, for reopening the Hambrook Waste Recycling Site once day a week with the provision of five skips; the annual charge of £45,000 to £60,000 to be financed by the Parish Councils in the locality.

**Recommended that** the Parish Council consider whether to support this project in principle subject to:

- i) Provision of a full financial and logistical appraisal of the project
- ii) The support of all other Parish Councils in the locality
- iii) Consideration of the impact on the Parish Council's budget and the Council Tax payers in Chidham & Hambrook as it would have to be funded by an increase in precept to meet the Parish Council's share of the full amount.

## 8. Finance and Corporate:

a) To receive and approve the Clerk's Financial Statement (see Appendix I)

b) To authorise payments for March 2017 (see Appendix II).

### c) **Finance & General Purposes Working Group**

i) To receive a verbal report from Clerk on the Finance & General Purposes Working Group Meeting held on 27<sup>th</sup> March 2017.

ii) To receive the updated version of the Community Facility Audit for 2017. The Finance & General Purposes Working Group considered the Communities Facility Audit at its Meeting on 27<sup>th</sup> March 2017 (See Appendix III).

**Recommended that** the revisions proposed by the Finance & General Purposes Working Group be approved.

iv) To note that the next Finance & General Purposes Working Group has been changed and will now be held on 25<sup>th</sup> April 2017 at the revised time of 7.30pm.

d) **Recommended that** the Clerk be authorised to make stage payments upon receipt of invoice to B & M Plant Hire Ltd for contracted works to White Cottage Ditch.

Note The funds for this project have been received and are held as earmarked reserves.

### e) **Council Policies**

There are a number of essential policies that Chidham & Hambrook Parish Council needs to adopt as outlined in the attached report (See Appendix IV).

**Volunteering (Appendix A)**

**Discipline and Grievance Policies (Appendix B)**

**Equal Opportunities (Appendix C)**

**Complaints Procedure (Appendix D)**

**Media (Appendix E)**

**Recommended that:**

- i) The policies set out as in the attached report be adopted
- ii) The Council establishes a Complaints Committee at the Annual Meeting in May comprising the Chairman, Vice Chairman and nomination of three members from whom the third member of the Committee will be available to appoint as the need arises.

**9. Planning Committee**

- a) To note the minutes of the Planning Committee Meeting held on 14<sup>th</sup> March 2017 and the Extraordinary Meeting of the Planning Committee held on 21<sup>st</sup> March 2017 (See Appendices V & VI).
- b) To receive an update report from the Chairman of the Planning Committee in respect of recent Planning Matters.
- c) **Policy on Engaging in Early Discussions on Development Projects**

To receive the attached report from the Clerk in respect of the adoption of a Policy on Engaging in Early Discussions on Development Projects (See Appendix VII)

**Recommended that:**

The policy set out in the Appendix F be approved and placed on the Council's website.

- d) To note the date of the next Planning Committee to be Tuesday 2<sup>nd</sup> May 2017 at 7.00pm in the upper hall of Chidham Village Hall.

(Please note that there is also a Planning Committee Meeting on Tuesday 4<sup>th</sup> April at 7.00pm in the upper hall of Chidham Village Hall)

**10. New Homes Bonus (Parish Allocations) Scheme 2017**

To receive a report from the Clerk.

**11. A27 Forum**

To receive a report from Cllr Andy Collins.

**12. Community Open Spaces**

- i) To receive a report from the Chairman of the Play & Open Spaces Advisory Committee (POSAC) on the current position in respect of the land transfers at the Mildren Homes and Taylor Wimpey sites in Broad Road, Hambrook.

- ii) To note that the next POSAC Meeting will be held on Tuesday 11<sup>th</sup> April 2017.

13. **Public Art**

To receive a report from the Clerk and to agree the recommendations therein.

14. **Annual Parish Meeting**

To receive a report from the Chairman and agree any actions required See Appendix VIII)

15. **Clerk's Report**

To receive a verbal report from the Clerk to include updates on:

- i) Defibrillators
- ii) New Bus Shelter at Barleycorn North (Main Road)
- iii) New Parish Council Website
- iv) Parish Council Noticeboards
- v) Community Noticeboard outside Play Area

16. **Items for inclusion on Agendas for Future Meeting**

17. **Meeting Dates**

a) The next Council Meeting will be the Annual Meeting to be held at 7.00pm on Thursday 4<sup>th</sup> May 2017 in the Chidham Village Hall.

b) The Annual Parish Meeting will be held at 7.00pm on Thursday 18<sup>th</sup> May 2017 in the Chidham Village Hall.

**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**