

# 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 1<sup>st</sup> June 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**

Approve and sign the Minutes of the Annual Meeting of the Parish Council to be held on 4<sup>th</sup> May 2017.

4. **Update on Traffic Issues in the Parish**

To receive an update report from the Chairman in respect of actions taken by the Parish Council regarding traffic issues in the Parish.

5. **Public Open Forum**

a) **Public Participation in Public Open Forum**

**Recommended that** the Chairman waives Standing Order 3 (f) to enable the public participation under the Public Open Forum be extended to thirty minutes.

b) **Concerns in respect of Traffic in the Parish**

As reported by the Chairman of the Parish Council at the Annual Parish Meeting held on 17th May 2017, Members of the Public are invited to make representations relating to traffic issues and concerns in the Parish, including Chidham Lane, Chidham and Broad Meadow, Broad Road, Nutbourne.

In accordance with Parish Council Standing Orders 3(f) each Member of the Public shall not speak for more than three minutes, under the direction of the Chairman of the Parish Council.

There will be the opportunity to put forward any personal suggestions in respect of potential solutions and to ask questions of the County Councillor and Parish Councillors or to raise comments which can be forwarded to Highways at West Sussex County Council (WSCC). Members of the Public are reminded that this is not a Public Meeting and that the Parish Council are not required to respond to a question raised during the Public Open Forum of a Parish Council Meeting or start a debate on the question. The Chairman of the Council may direct that a written or oral response be given (Parish Council Standing Orders 3 (e)).

**c) Comment on other matters**

**6. Chidham Parochial Primary School**

- a) To note that Chidham & Hambrook Parish Council agreed to support the expansion of Chidham Parochial Primary School at its Parish Council Meeting on 1<sup>st</sup> December 2016 (Minute 147.16 refers).
- b) To note that Planning Application Reference Number WSCC/033/17/CH Double Modular Building to provide two classrooms, WCs, Cloakroom and Store Cupboards at Chidham Parochial Primary School will be considered at the Planning Committee Meeting on 6<sup>th</sup> June 2017. Members of the Public are invited to attend this meeting and can make representations upon request during the Public Open Forum. The Parish Council will not be commenting on this planning application before the Meeting on 6<sup>th</sup> June 2017.
- c) To discuss options the Parish Council could progress which would complement the Safer Routes to School Team's proposals for safer access to the school for pedestrians and cyclists. These to include a School Crossing Patrol and improvements to the surface at the car park at St Wilfrid's Church Hall and other proposals put forward during the Public Open Forum .

As part of the school expansion process the Safer Routes to School team at WSCC were asked to look at the School Safety Zone for Chidham Parochial Primary School. The Safer Routes to School team are a specialist team who are employed by WSCC to specifically research into and introduce improvements to be delivered within School Safety Zones throughout the County. Their focus is to maximise the safe access to schools for pedestrians and cyclists and research in great depth how this can be effected given the constraints of individual sites. For Chidham Parochial Primary School the Safer Routes to School Team will be implementing identified improvements together with working alongside the school to educate parents (and pupils) in respect of considerate and safe access to school. Part of this process also encourages the cooperation and tolerance between school, parents and local residents. It is widely understood that there will always be traffic congestion at points within School Safety Zones such as at Chidham Primary School due to the limitations of the site however what presents the greatest problem is the inconsiderate behaviour by individuals and this is why education of parents is such a critical part of the Safer Routes to School process. There can be as many measures in place within a particular school safety zone however they are of no value when individuals do not heed the same.

7. **Reports** - to receive relevant reports (5 mins each report including Q&A) from the:
  - a) Chairman (verbal report)
  - b) District Councillors
  - c) County Councillor
8. **Planning Committee**
  - a) To note the minutes of the Planning Committee Meeting held on 16<sup>th</sup> May 2017.
  - b) To receive an update report from the Chairman of the Planning Committee in respect of recent Planning Matters.
9. **Finance and Corporate:**
  - a) To note it is necessary to appoint a new internal auditor as the previously appointed internal auditor is no longer in practice.

**Recommended that** Rachel Hall be appointed to undertake the internal audit on behalf of Chidham & Hambrook Parish Council.
  - b) To arrange an additional meeting for 13<sup>th</sup> June 2017 at 6.30 pm to approve the Annual Return for 2016/17.
  - c) To agree payment of overtime for Parish Clerk for May 2017 and to authorise overtime for June 2017.
  - d) To authorise payments for June 2017 (see Appendix I).
10. **Land at Shepherds Close, Hambrook**

To note the outcome of the sale of the land at Shepherds Close, Hambrook.
11. **New Homes Bonus (Parish Allocations) Scheme 2017**

To receive an update report from the Clerk.
12. **Community Open Spaces**

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 13<sup>th</sup> June 2017 at 7.00pm.
13. **Defibrillator**

To consider whether to proceed with locating the third defibrillator at the Old House at Home Public House or to look at alternative locations on the Chidham Peninsula due to difficulties with progressing obtaining the necessary consents which have delayed the project by over six months.

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

15. **Meeting Dates**

- a) The next full Parish Council Meeting will be held at 7.00pm on 6th July 2017 in the Chidham Village Hall.
- b) The next Planning Committee Meeting will be held on 6<sup>th</sup> June 2017 at 7.00pm 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**