

# 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 5<sup>th</sup> October 2017** in the Chidham Village Hall.

*Caroline P Davison*

Caroline P Davison - Clerk to the Council

## AGENDA

1. **Councillor Linda Wilkinson**

2. **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 Minutes for the Full Parish Council Meeting held on 7<sup>th</sup> September 2017.

5. **Casual Vacancy in the Office of Councillor**

6. **Public Open Forum**

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. **Finance and Corporate:**

i) To receive a report from Finance & General Purposes Working Group held on 26<sup>th</sup> September 2017

- ii) To authorise payments for September 2017 (see Appendix I).
- iii) To note bank reconciliation as at 30<sup>th</sup> September 2017 (see Appendix II).
- iv) To appoint a fourth cheque signatory as recommended by the Finance & General Purposes Working Group

**Recommended that** Councillor Jane Towers be appointed as the fourth cheque signatory.

## 9. **Grants Policy**

To consider a Grants Policy for the Parish Council (see attached draft Policy Appendix III).

## 10. **Committees and Working Groups**

### a) **Membership**

To consider whether to appoint a new member to the following committees and advisory committees in the light of the casual vacancy reported at Agenda Item 5 above or whether to wait until after the casual vacancy has been filled:

- i) Planning Committee
- ii) Play and Open Spaces Advisory Committee

### b) **Election of Planning Committee Chairman**

To elect a Chairman of the Planning Committee.

### c) **Staffing Committee**

- i) To consider any amendments to the Terms of Reference and Constitution of the Staffing Committee recommended by the Staffing Committee at its Meeting on 3<sup>rd</sup> October 2017.
- ii) To elect a Chairman of the Staffing Committee

## 11. **Planning Committee**

- a) To receive an update report from Cllr Andy Collins
- b) To note that the next Planning Meeting is scheduled for Tuesday 10<sup>th</sup> October 2017

## 12. **Flatt Farm Development**

The Parish Council has been asked to consider names for:

- i) The new road at the Flatt Farm Development in Broad Road, Hambrook
- ii) The six cottages in the development which front onto Broad Road.

### 13. **Clerk's Report**

To include an update on progress with ongoing projects:

- i) Land Transfer at Hawthorne Meadow
- ii) Defibrillators
- iii) Parish Council Noticeboard in Broad Road, Hambrook
- iv) Parish Council Noticeboard outside Chidham Village Hall
- v) Community Noticeboard
- vi) New Homes Bonus Projects
- vii) Community Resilience Plan
- viii) Bench at Catchpond

### 14. **Meeting Dates**

- a) The next full Parish Council Meeting will be held at 7.00pm on 2<sup>nd</sup> November 2017 in the Chidham Village Hall.
- b) The next Planning Committee Meeting will be held on 10<sup>th</sup> October 2017 at 7.00pm in the Chidham Village Hall.

### 15. **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**

### 16. **New Website for Parish Council**

To receive a report from the Clerk.

### 17. **Staffing Matters**

To receive a report from the Staffing Committee held on 2<sup>nd</sup> October 2017.

#### **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**