

Chidham & Hambrook Parish Council

Mardon, Chidham Lane, Chidham, Chichester PO18 8TQ Tel: 01243 572 839
Email: cliffarcher@btinternet.com Website : www.chidhamandhambrook.info

Chairman of the Council: Cliff Archer

25 February 2018

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 March 2018** in Chidham Village Hall.

Cliff Archer Chairman of 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

To approve and sign the Minutes of the Parish Council Meeting held 1 February 2018.

4 Matters Arising from the Minutes

5. New Parish Clerk and Responsible Financial Officer (RFO)

The Parish Council welcomes our new Parish Clerk, Mrs Fiona Baker, who commenced her duties with the Council on Monday 26 February 2018.

6. Public Open Forum

Members of the public are invited to raise matters or ask questions.

7. Harbour Way – Proposed Diversion of Public Footpath 227

See Annexes. The Parish Council has received a communication from Judith Grimwood, Public Rights of Way Officer, WSCC.

To consider the communication and decide on response to Judith Grimwood.

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

a) Chairman (verbal report)

b) District Councillors

c) County Councillor

9. Brief Progress Updates by representatives of Parish Council Task Forces:

To receive brief progress updates from the Task Forces.

- a) **Governance:** Cllr Geoffrey Hyde – to note draft report of work in progress.
- b) **Business Plan:** Cllr Philip MacDougall
- c) **Road & Footway:** Cllr Jane Towers

10. General Data Protection Regulations (GDPR)

The Parish Council is required to adhere to the requirements of GDPR. Cllr Jacky Sheppard to provide a brief update.

11. Finance and Corporate:

a) Financial Statement

To receive a financial statement to the end of February 2018.

b) Authorisation of Payments

To authorise payments to 1 March 2018.

12. Finance Committee (formerly Finance & General Purposes Working Group (F&GP))

a) Meeting Tuesday 16 January 2018

To receive the Unadopted Minutes of the Meeting.

b) Proposed Terms of Reference of Finance Committee

The Clerk and RFO, in conjunction with the Chairman, will draft revised wording of the Terms of Reference of the former F&GP for application to the new Finance Committee. The proposed Terms of Reference will be considered for adoption at the 12 April 2018 Parish Council Meeting.

13. Transfer of Hawthorne Meadow to Parish Council

It is anticipated that a finalised Transfer document from Taylor Wimpey will be available at the Parish Council Meeting. The Transfer will be of the Open Space immediately north of the Hawthorne Gardens residential development from Taylor Wimpey UK Limited to Chidham & Hambrook Parish Council. The Transfer was approved in principle by the Parish Council prior to planning permission being given for the development.

Recommended that the Chairman and Parish Clerk & RFO be empowered to sign the Transfer on behalf of the Parish Council.

Recommended that the Parish Council pay the required Consideration of One Pound Sterling (£1) for the Transfer.

14. Village Hall Request for Annual Grant from Parish Council

See Appendix. To note a request from the Chidham Village Hall Management Committee for an annual grant of £500 a year or the funding of WiFi provision at the Village Hall. A decision on the request will be made at the 12 April 2018 Meeting of the Parish Council.

15. CHEMROUTE – Cycleway between Chichester and Emsworth

Cllr MacDougall to provide a brief report.

16. Planning Committee Report

- a) To receive a report from the Chairman of the Planning Committee on the meeting of the Committee on 13 February and other planning matters. The report will include reference to the District Council response to his query on behalf of the Parish Council as to whether the Neighbourhood Plan LP1 could be amended so that Windfall Sites could only be considered if they are located within a Settlement Area. The Parish Council may deem it appropriate to take action.
- b) To note that the next Planning Committee Meeting will be held on Tuesday 6 March at 7.00pm in Chidham Village Hall.

17. Meeting Date

The next Parish Council Meeting will be held at 7.00pm on **Thursday 12 April** in Chidham Village Hall. **Please note that this date is one week later than usual.**

18. Any Other Business

19. Items for Future Meetings

Suggestions are invited from Parish Councillors in respect of future meetings of the Parish Council, Advisory Committees and the Planning and Finance Committees.

20. 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

21. Confidential Business

The Chairman, Cllr Cliff Archer, and Cllr Jacky Sheppard to report. Appropriate decisions will be taken. **END**

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.