

Chidham & Hambrook Parish Council

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Chairman of the Council: Cliff Archer

29 April 2018

ANNUAL MEETING OF THE PARISH COUNCIL

Members are hereby summoned to attend the Annual Meeting of Chidham & Hambrook Parish Council to be held at **7.00 pm on Thursday 3 May 2018** in Chidham Village Hall.

Cliff Archer Chairman & Acting Clerk

AGENDA

1. Election of Chairman

Newly-elected Chairman to take the Chair.

2. Election of Vice Chairman

3. Apologies for Absence

Apologies have been received from Cllr Rachel Perri.

4. 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.

5. Minutes

To approve and sign the Part I Minutes of the Parish Council Meeting held on 12 April 2018.

6. Matters Arising from the Minutes

7. Public Open Forum

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

8. Reports - to receive relevant brief reports from the:

a) Parish Council Chairman (verbal report)

b) District Councillors

c) County Councillor

d) Acting Clerk & RFO (verbal report), to include updated Meetings Schedule and necessary future Parish Council tasks.

9. **Committee Appointments**

To appoint the Members and Chairmen for the next municipal year:

- i) Planning Committee (*delegated powers*)
Complement 7 Councillors
- ii) Finance Committee
Complement 7 Councillors
- iii) Public Open Spaces Advisory Committee (POSAC)
Complement 7 Councillors
- iv) Drainage & Surface Drainage Advisory Committee (DRASDAC)
Complement 5 Councillors
- v) Staffing Committee (*delegated powers*)
Complement 4 Councillors

10. **Data Protection**

To receive and decide on Quotations for the provision of services to the Parish Council in respect of it fulfilling its Data Protection obligations.

11. **Finance and Corporate**

- a) **Financial Statement** To receive a financial Statement to 30 April 2018.
- b) **Authorisation of Payments** To authorise Payments to 30 April 2018.
- c) **Online Banking by the Parish Council** To receive a brief Update.
- d) **Election of Acting Clerk & RFO**

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

To receive brief progress Updates from the Task Forces.

- a) **Governance:** Cllr Geoffrey Hyde
- b) **Business Plan:** Cllr Philip MacDougall
- c) **Road & Footway:** Cllr Jane Towers
- d) **Linda Wilkinson Memorial Bench:** Cllr Andy Collins

13. **Planning Committee**

- a) To note the minutes of the Planning Committee Meeting held on 17 April 2017.
- b) To receive a brief update report from the Chairman of the Planning Committee in respect of recent Planning Matters.

14. **Annual Parish Meeting Tuesday 22 May 2018**

To receive proposals from Cllr Hyde concerning the Programme and advertising flyer for the Annual Parish Meeting.

15. **Meeting Dates**

a) The next Parish Council Meeting will be held at 7.00pm on Thursday 7 June 2018 in Chidham Village Hall.

b) The Annual Parish Meeting will be held at 7.00pm on Tuesday 22 May 2018 in Chidham Village Hall.

16. **Any Other Business**

17. **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

18. **Confidential Business in Closed Session**

a) To approve and sign the Part II Minutes of the Parish Council Meeting held on 12 April 2018.

b) Cllrs Jacky Sheppard and Cliff Archer to report on Staffing and other matters. 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.