

Chidham & Hambrook Parish Council

27 Bramber Square, Rustington, BN16 3EJ

Tel: 07986 395253

Email: chidhamandhambrookpc@gmail.com Website: www.chidhamandhambrook.info

29 November 2018

MEETING OF THE PARISH COUNCIL

Members are hereby summoned to attend a meeting of Chidham & Hambrook Parish Council to be held at **7:00pm** on **Thursday 6 December 2018** in Chidham Village Hall.

MEMBERS: Cllr P MacDougall (Chairman), Cllr J Towers (Vice-Chairman), Cllr C Archer, Cllr A Collins, Cllr M Gilby, Cllr G Hyde, Cllr I Littlefield, Cllr R Perri, Cllr J Sheppard

Signed: *B Jones*

Mrs B Jones **Clerk and RFO**

AGENDA

1.	Apologies for Absence To consider apologies for absence. An apology has been received from Cllr A Collins.
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 c) To approve and sign the minutes of the Parish Council meeting held on 1 November 2018 (attached) and the minutes of the extraordinary Parish Council meeting held on 15 November 2018.
4.	Matters Arising from the Minutes (if not on the agenda for discussion)
5.	Public Open Forum Members of the public are invited to raise matters or to ask questions. <i>Standing order: The period of time designated for public participation at a Council in accordance with standing order 3(e) above shall not exceed (15) minutes unless directed by the chairman of the Council. Subject to standing order 3(f) above, a member of the public shall not speak for more than (3) minutes.</i>
6.	Receive Reports a) Parish Council Chairman b) District Councillors c) County Councillor d) Clerk & RFO

	e) Ditch Warden's annual report – The Ditch Warden will be attending the meeting to answer questions from councillors on his report.
7.	<p>Progress updates from Parish Council Task Forces and Working Groups</p> <p>a) Neighbourhood Plan: To approve Terms of Reference for the Neighbourhood Plan Steering Group (attached).</p> <p><u>Local Plan Review – contact with developers</u> <i>Developers enquiring about meeting with the parish council should be advised to view the parish council website (http://www.chidhamandhambrook.info/the-parish-council/) and note the parish council vision statement, strategic objectives and business plan. At this stage we have been advised by our consultant that it would be unwise to enter into a dialogue with individual developers.</i></p>
8.	<p>Committee Minutes and Reports</p> <p>a) Planning Committee 13 November 2018 (attached) and 4 December 2018 (to follow)</p> <p>b) Finance Committee 15 November 2018 (attached) with three recommendations to the Parish Council</p> <p>c) Staffing Committee 12 November 2018 (Cllr J Sheppard) Recommendation to the Parish Council to approve policies in relation to the council's Disciplinary Procedure, Grievance Policy and Absence Policy (attached)</p> <p>d) Business Plan – To agree the Parish Council vision and objectives (attached)</p> <p>e) Parish Council Grants Policy (attached) – To consider and agree the revised Grants Policy. To consider a grant request from the Village Hall for wi-fi setup and revenue costs (attached).</p> <p>f) Broad Road Play Area ROSPA report – To consider whether any repairs are required as a matter of urgency.</p> <p>g) Parish Drainage (Cllr C Archer) – report to follow</p> <p>h) Shadow Parish Council (Cllr P MacDougall)</p> <p>i) Harbour Conservancy consultation</p> <p>j) The Meadows Community Group (Cllr P MacDougall)</p> <p>k) SOS-C Save our South-Coast</p>
9.	<p>Finance and Governance</p> <p>a) To authorise payment of invoices to 31 November 2018 and works to be authorised (attached).</p> <p>b) New Homes Bonus grants 2018 – To note the receipt of the sum of £11,160.80 from CDC for the four agreed projects and that project leads have been advised that they may proceed.</p>
10.	<p>Meeting Dates</p> <p>a) Parish Council meeting – 7.00pm on 9 January 2019</p> <p>b) Planning Committee - 7:00pm 17 January 2019</p>
11.	Items for the next meeting
12.	<p>Any Other Business</p> <p>Meeting to conclude by 9pm (<i>Standing Order: 3 w A Council meeting should not normally exceed a period of (2) hours.</i>)</p>

THE PUBLIC HAVE A RIGHT TO ATTEND COUNCIL MEETINGS AND ARE MOST WELCOME

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.

