

Chidham & Hambrook Parish Council

27 Bramber Square, Rustington, BN16 3EJ

Tel: 07986 395253

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

28 June 2019

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 4 July 2019** at **Chidham Village Hall**.

MEMBERS: Cllr P MacDougall (Chairman), Cllr J Towers (Vice-Chair), Cllr C Archer, Cllr P Bolton, Cllr S Bramwell Smith, Cllr M Gilby, Cllr R Gowlett, Cllr G Hyde, Cllr R Perri and Cllr J Sheppard

Signed: B Jones

Mrs B Jones **Clerk and RFO**

AGENDA

1.	Apologies for absence Apologies for absence have been received from Mr P MacDougall. In his absence the meeting will be chaired by Cllr J Towers (Vice-Chair)
2.	Declaration of interests
2.1	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.
2.2	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 on 6 June 2019 (attached).
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
6.1	Parish Council Chair
6.2	District Councillors
6.3	County Councillor
6.4	Clerk & RFO
7.	Committee membership The Parish Council is requested to approve the following memberships of committees: - Cllrs R Gowlett and S Bramwell Smith to the Planning Committee - Cllr J Bolton to the Public Open Spaces Advisory Committee

	- A further member is required for the Staffing Committee
8.	Committee Minutes and Reports
8.1	Planning Committee 18 June 2019 unadopted minutes – attached.
8.2	Neighbourhood Plan Steering Group Mr S Johnson will report on current developments with the Neighbourhood Plan review – attached.
8.3	Public Open Spaces Advisory Committee – <i>to be circulated</i>
8.4	Parish Drainage (Cllr Archer) – attached.
8.5	Policy on engaging in early discussions on development projects – circulated. separately. Cllr C Archer has proposed a motion that the Parish Council maintain its existing policy of not negotiating with developers.
8.6	Litter and Dog Bins (Cllr M Gilby) – attached.
8.7	Station car park (Cllr R Gowlett)
8.8	Identity lanyard (Cllr J Towers)
8.9	Her Majesty’s Inspector of Fire and Rescue Services’ report into West Sussex Fire and Rescue Services found ‘inadequate’ – see link at https://www.justiceinspectors.gov.uk/hmicfrs/frs-assessment/frs-2018/west-sussex/ . The Council is requested to consider a response (Cllr J Towers).
8.10	Hard standing at St Marys (Cllr C Archer) – <i>to be circulated</i> .
9.	Finance and Governance
9.1	To authorise payments including invoices received following publication of the agenda – attached.
9.2	To note payments which have been made by direct debit – attached.
9.3	To acknowledge receipt of credits paid to the Council – attached.
9.4	To authorise the payment to the Clerk of 25 additional hours worked over the last two months as per her contract.
9.5	To authorise an annual direct debit of £40 per annum in respect of Information Commissioner’s Office (ICO) insurance (coverage for the Parish Council’s processing of personal data).
9.6	To approve five applications for New Homes Bonus funding – attached including an Interpretation Board at Catch Pond – both attached.
9.	Meeting Dates Planning Committee – Thursday 18 July 2019 Finance Committee – Thursday 25 July 2019 Parish Council – Thursday 1 August 2019
10.	Items for the next meeting
11.	Any Other Business Meeting to conclude by 9pm (<i>Standing Order 3(w): A Council meeting should not normally exceed a period of (2) hours</i>).
12.	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.
13.	Part II - Confidential Business in Closed Session a) To consider the Staffing Committee report and recommendations.

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.