

# Chidham & Hambrook Parish Council

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26 July 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 1 August 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 Cllrs S Bramwell Smith, G Hyde and R Perri. District Councillor Penny Plant has also given her apologies.

### 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 4 July 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.

*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.*

### 6. **Receive Reports**

- 6.1 Parish Council Chair (feedback from CDC All Parishes Meeting 15 July)
- 6.2 District Councillors
- 6.3 County Councillor

6.4 Clerk & RFO

**7. Committee Minutes and Reports**

7.1 Planning Committee 18 July 2019 unadopted minutes – attached.

7.2 Neighbourhood Plan Steering Group  
Mr S Johnson will report on current developments with the Neighbourhood Plan review – report attached.

7.3 Neighbourhood Plan public meeting arrangements

7.4 Pynham Meadow Ditch Report (Cllr C Archer)  
To consider the latest developments - attached

7.5 Public Open Spaces Advisory Committee update (Cllr MacDougall)

7.6 Roads and Footways update (Cllr J Towers)

7.7 Chichester District Association of Local Councils (Cllr J Sheppard)  
Feedback from meeting of 25 July 2019.

7.8 Friends of Maybush Copse (Cllr P MacDougall and Mr S Johnson)  
To consider an application for CIL funding for two ponds at Maybush Copse - attached.

7.9 Newsletter distribution to residents  
Proposals regarding distribution arrangements (Cllr M Gilby) and draft newsletter for approval (Cllr J Towers) – to be circulated.

7.10 Wildlife in the Parish (Cllr C Archer and Ms Sarah Hughes, CDC Wildlife Officer)  
To consider suggested liaison between the Parish Council and CDC's Wildlife Officer – attached.

**8. Finance and Governance**

8.1 To authorise payments (including invoices received since publication of the agenda) – attached.

8.2 To note payments which have been made by direct debit – attached.

8.3 To acknowledge receipt of credits paid to the Council – attached.

**9. Meeting Dates**

Finance Committee – Thursday 8 August 2019

Planning Committee – Thursday 15 August 2019

Parish Council – Thursday 12 September 2019

**10. Items for the next meeting**

**11. Any Other Business**

Meeting to conclude by 9pm (*Standing Order 3(w): A Council meeting should not normally exceed a period of (2) hours.*)

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**

**Clerk and RFO - Variation to Main Terms and Conditions of Employment**

Further to minute 041-19.1 of the Parish Council meeting of 4 July 2019, to consider and sign the letter to the Clerk setting out the variation to the main terms and conditions of her employment.

**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.