

**Draft Minutes of an EXTRAORDINARY meeting of Chidham & Hambrook
Parish Council at Chidham Village Hall on Thursday 29 August 2019 at 6:30pm**

Present	Cllr P Bolton	Cllr R Gowlett
	Cllr G Hyde	Cllr P MacDougall (Chair)
	Cllr R Perri	Cllr J Sheppard
	Cllr J Towers	

Members of the public None

Meeting commenced at 18:40hrs

055-19 Apologies for absence

Apologies had been received from Cllrs C Archer, S Bramwell-Smith and M Gilby.

056-19 Declaration of interests

Cllrs J Sheppard and J Towers declared an interest in agenda item 5.1 in respect of their membership on the Chidham Village Hall Management Committee.

057-19 Public Open Forum

No members of public attended this meeting.

058-19 Committee Minutes and Reports

058-19.1 Neighbourhood Plan Vision and Objectives

The draft Neighbourhood Plan Vision and Objectives document was considered at the last meeting of the Parish Council on 1 August 2019 and approval given in principle pending further email consultation. The document has now been circulated and the draft finalised for further consultation with residents.

Resolved: that the final draft version of the Neighbourhood Plan Vision and Objectives be approved for further consultation with residents.

059-19 Finance and Governance

059-19.1 To authorise payment

Minute 0178-19 of the Parish Council meeting on 4 April 2019 approved the quote from Hambrook Construction in the sum of £22,600 for works to Chidham Village Hall. It was further agreed that CIL reserves be used to fund the project.

It was noted that a payment to Hambrook Construction was made on 6 August in the sum of £12,500 plus VAT.

A further invoice from Hambrook Construction Ltd in the sum of £10,100 plus

VAT for the final phase of the works to the Village Hall was considered for payment. It was noted that Mr Stephen Tanner, Chair of the Village Hall Management Committee, had circulated an email stating that the works had been satisfactorily completed to time and budget.

Resolved:

- 1) That the payment of £12,500 plus VAT made to Hambrook Construction Ltd on 6 August 2019 be noted.
- 2) That a further invoice from Hambrook Construction in the sum of £10,100 plus VAT for the final phase of work to Chidham Village Hall be agreed for payment.

060-19 **Any Other Business**

Nothing was raised.

Meeting closed at 18:48pm

Signed by:

Date:

CHAIRMAN

Chidham & Hambrook Parish Council