

## Chidham & Hambrook Parish Council

27 Bramber Square, Rustington, BN16 3EJ

Tel: 07986 395253

Email: [chidhamandhambrookpc@gmail.com](mailto:chidhamandhambrookpc@gmail.com) Website: [www.chidhamandhambrook.info](http://www.chidhamandhambrook.info)

4 October 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 10 October 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 Cllr P Bolton.

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 12 September 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

6.2 District Councillors

6.3 County Councillor

6.4 Clerk & RFO

## 7. **Committee Minutes and Reports**

- 7.1 Planning Committee 19 September 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 Housing Needs Survey  
To consider the draft Housing Needs Survey and make comment to Chichester District Council – circulated by email.
- 7.4 POSAC report (Cllr P MacDougall)
- 7.5 Environment Working Group (Cllr J Towers)
- 7.6 Trees in the Parish - report *attached* (Cllr C Archer)
- 7.7 Recognition Scheme  
At minute 068-19.5 of the last meeting the Council approved the Recognition Scheme. Members are requested to consider how this scheme will be managed.
- 7.8 CHPC Grants Policy review  
Following minute 069-19.4 of the last meeting the Council's Grants Policy has been reviewed and is *attached* for approval.
- 7.9 Adopt a kiosk  
To consider whether the telephone kiosk opposite the Barleycorn Pub on the Main Road, Nutbourne should be adopted by the Parish Council. The Council currently owns the traditional red phone box outside the Old Post Office, Chidham Lane which is in need of repair. Details have been circulated by email.
- 7.10 Climate Action Fund  
Chichester Harbour Conservancy has been sent details of a £100 million Climate Action Fund – circulated by email. The fund is supported by the National Lottery Community fund with the aim of helping people and communities to take the lead in tackling the climate emergency. Suggested activities for the fund include sustainable energy, sustainable transport, consumption, food and protecting and regenerating spaces and habitats. Applications for the fund open in Autumn 2019. There appears to be a number of activities that could be developed (Allotments; wildlife corridors; traffic management etc.)

## 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*.
- 8.4 4Sight CHPC grant  
Minute 069-19.5 of the last meeting considered an application from 4Sight for £100 CHPC grant funding. 4Sight have confirmed that they will restrict the funds to support residents in the Chidham and Hambrook area only and that they will be available to attend a future meeting to report on outcomes. The Council is requested to approve this application.

8.5 New Homes Bonus Funding

A total of £15,807.43 has been agreed for the delivery of 6 projects. The Parish Council is requested to consider the terms of the Agreement (*attached*) and agree that it be signed by the Clerk.

9. **Meeting Dates**

Planning Committee – Thursday 17 October 2019

Finance Committee – Thursday 24 October 2019

Parish Council – Thursday 7 November 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*).

**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.