

Chidham & Hambrook Parish Council

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27 February 2020

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 5 March 2020** 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**

The Parish Council meeting will be preceded by a crime report from one of the Police Community Support Officers (PCSOs) covering the parish area, PCSO Baylee Reed.

AGENDA

1. **Apologies for absence**
Apologies for absence have been received from Cllrs M Gilby and J Sheppard.
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. 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 February 2020 - *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

The Planning Committee scheduled for 20 February 2020 was cancelled. Planning applications responses were agreed electronically and submitted to CDC.

7.2 Neighbourhood Plan Steering Group

The draft minutes of the meeting held on 10 February 2020 are *attached*. Questions will be taken by the Chair and/or other Parish Council members of the Steering Group.

7.3 Public Open Spaces Advisory Committee (POSAC) recommendations (Cllr P MacDougall)

That the Council agree to retain the soil removed from Pynham Meadow in the process of the ditch installation to be used in future landscaping proposals. This will achieve a saving of roughly £3,200 in transport costs and soil analysis.

7.4 Environment Group (Cllr J Towers) - *attached*

7.5 Roads and Footways (Cllr J Towers) - *attached*

7.6 CHEMROUTE

The Council is requested to make the following resolution in support of the CHEM cycle route:

‘Chidham & Hambrook Parish Council notes the ambition for the CHEM Cycle route has been ongoing for the last 10 years. In this time there have been a number of serious incidents involving cycle users on this road, mainly at junctions. Over that time a Climate Change Emergency has been declared, air pollution is increasing and it is an accepted fact that encouraging more cycle users onto the road is one positive action to mitigate these two very serious issues. To enable this to happen there must be a provision of safe cycle route that links into the Chichester City Centre and beyond. Chidham & Hambrook Parish Council therefore strongly supports the provision of the CHEM route and commits to lobby and campaign to ensure this vital route becomes a priority for CDC, WSCC and Highways England and a reality for all cycle users.’

7.7 Social media (Cllr J Towers)

7.8 Code of Conduct

The Council’s Code of Conduct was last reviewed in 2015. The Council is requested to consider and agree the revised Code of Conduct – *circulated for comment*.

7.9 Scheme of Delegation

The Scheme of Delegation sets the Council’s agreed duties which are delegated to the Council’s Proper Officer or Clerk. The Council is requested to consider and agree this document – *attached*.

7.10 Parish Councillor drop-in surgeries

Minute 089-19.12 of Parish Council meeting held on 7 November 2019 agreed ‘to hold quarterly surgeries as an experiment over the next year’. The Council is requested to consider how this should be arranged.

7.11 VE75

8. Finance and Governance

- 8.1 To authorise payments to 29 February 2020 (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

Environment Core Group – Wednesday 11 March 2020
Planning Committee – Thursday 19 March 2020
Parish Council – Thursday 2 April 2020

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.