

# **WESTHAMPNETT PARISH COUNCIL**

## **PARISH CLERK**

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### **ANNUAL MEETING OF WESTHAMPNETT PARISH COUNCIL**

**A Meeting of Westhampnett Parish Council will be held at The March C. of E. School, Westhampnett on WEDNESDAY 25<sup>th</sup> MAY 2011 at 7.10pm (immediately following the Annual Meeting of Electors which will commence at 7.00pm). All Members of the Parish Council are Hereby Summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.**

**Clerk to the Council**

**Dated the 19<sup>th</sup> day of May 2011**

### **A G E N D A**

1. Election of Chairman of Westhampnett Parish Council for 2011/2012
2. To receive Chairman's Declaration of Acceptance of Office
3. Co-option of Parish Councillors for 4 year term of office (if vacancies exist)
4. To receive Declarations of Acceptance of Office for all Councillors (both elected and co-opted)
5. Election of Vice-Chairman of Westhampnett Parish Council for 2011/2012
6. To appoint representatives to 'outside' bodies
  - Lavant Valley Partnership
  - Goodwood Airfield Consultative Committee
  - Goodwood Motor Circuit Consultative Committee
  - Chichester Community Action Pilot
  - Viridor Liaison Group
7. Welcome by Chairman and Apologies for Absence
8. Declarations of Interest
9. To Approve the Minutes of the Meeting held on Monday 10th January 2011
10. Matters Arising from the Minutes
11. ADJOURNMENT: To receive reports:
  - District Councillor Andrew Smith
  - County Councillor Mike Hall
  - Rolls Royce Representative
  - Police Representative
  - Goodwood Representative
12. ADJOURNMENT: Public Session: To receive questions from members of the public
13. Clerk's report of correspondence received and action required
14. Planning - Applications and Decisions
15. Lavant Valley Partnership
16. Goodwood Airfield Consultative Committee and Goodwood Motor Circuit Consultative Committee
17. Parish Newsletter (Cllr. C. McLeish)
18. Update on the possible closure of the Westerton Play Area including advice from the insurers
19. Update on replacement of the Parish Council's notice boards
20. Update on the Community Hall Project
21. To approve updated register of assets (previously circulated)
22. To note changes to the Council insurance policy (addition of the notice boards) and the renewal premium for 2011/12

23. To consider the Internal Audit Report 2010-11, previously circulated, including the recommendations to
  - submit the NSB passbook at the start of each calendar year for the prior year's interest to be added
  - ensure that the asset register detail is in line with that in the insurance schedule, also including all assets purchased in the year, irrespective of whether or not they have been added to the insurance schedule.
24. To approve and sign the Annual Return, previously circulated
25. To appoint 3 Bank Signatories
26. Accounts for payment and Financial Statement (previously circulated)
27. To consider subscription renewal to professional bodies – SALC & NALC (£154.18 p.a.)
28. To consider subscription renewal to Society of Local Council Clerks (£72.00 p.a.)
29. To consider request for financial support from Chichester and District Citizens Advice Bureau
30. To consider request for financial support from Carers Support Service
31. To consider request for financial support from Voluntary and Community Action Chichester District
32. Items not on the Agenda which, in the opinion of the Chairman of the Meeting, should be considered as a matter of urgency
33. Date of next meeting

**ALL MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**

**Circulate: standing orders, register of interest, code of conduct, decl of acceptance of office, fin  
regs, gd cllrs guide, contact details request form**