



# WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham  
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**To All Westhampnett Parish Councillors:** Cllr C McLeish (Chairman), Cllr W Holden (Vice-Chairman), Cllr T Ashcroft, Cllr S Burborough, Cllr S James, Cllr C Moth and Cllr M Smith.

I hereby give notice that a Meeting of Full Council will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on Monday 11<sup>th</sup> October 2021 at 7pm and you are hereby summoned to attend such meeting.

Members of the Press and Public are entitled to attend the meeting and are encouraged to do so.

Yours sincerely,

Mrs Linda F Lanham, Clerk to the Council

## AGENDA

1	<b><u>OPEN FULL COUNCIL MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b>	<b><u>CMcL</u></b>
2	<b><u>DISCLOSURE OF INTERESTS:</u></b> To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with Localism Act 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.	<b><u>CMcL</u></b>
3	<b><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING</u></b> held on 13 <sup>th</sup> September 2021	<b><u>CMcL</u></b>
4	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting.	
5	<b><u>REPORTS FROM EXTERNAL BODIES:</u></b> including District and County Councillors and local organisations; reports to be submitted by email to the Parish Clerk for circulation to Councillors prior to the meeting. Questions to be taken at the meeting.	
6	<b><u>MEMBERS' REPORTS:</u></b> To receive reports from Members where not covered in agenda below, including Traveller & Transit site meeting on 6 <sup>th</sup> October.	<b><u>ALL</u></b>
7	<b><u>CDALC:</u></b> Nominate 2 Councillors as CDALC reps, suggest Cllr McLeish & Cllr Burborough as they are already the WSALC reps.	<b><u>ALL</u></b>
8	<b><u>PLANNING MATTERS:</u></b> To receive a report on recent planning applications.	<b><u>LFL / ALL</u></b>
9	<b><u>FLOODING AT COACH ROAD IN AUGUST:</u></b> Update since 13 <sup>th</sup> September 2021: 1. Sewage overflowing - Complaint letter to OFWAT regarding non-action by Southern Water 2. Surface Water – Liaison with WSCC – could remedial action be an Operation Watershed project?	<b><u>LFL</u></b> <b><u>LFL</u></b>
10	<b><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></b> 1. Litter Bin at Stocks Lane 2. Flooding at New Road / Hat Hill	<b><u>LFL</u></b>
11	<b><u>VISIBLE GATES TO EACH PART OF THE PARISH:</u></b> To review progress on this project.	<b><u>CMcL</u></b>
12	<b><u>COMMUNITY HALL:</u></b> (Mr Richard Skillern standing in for Cllr Holden) 1. Update on Bookings 2. Update on Finances 3. Update on Care of Building 4. First Community Café on 19 <sup>th</sup> October 5. Update on Community Hall Signage 6. Any other business	<b><u>RS</u></b> <b><u>RS</u></b> <b><u>RS</u></b> <b><u>RS</u></b> <b><u>LFL</u></b> <b><u>ALL</u></b>

13	<b>CHRISTMAS FAIR &amp; TREES: 28<sup>th</sup> November - Community Hall and Westerton</b> 1. Review progress on Fair arrangements, Fair open from 1-30pm to 4-30pm. 2. Confirm Order for 2 x 8' Trees 3. Review existing Decorations, Order New ones, Confirm budget for purchases 4. Plan Collection & Installation Team / Takedown & Disposal Team 5. Switch On time 4-30pm and Persons to do this task!	<u>MW</u> <u>LFL</u> <u>ALL</u> <u>ALL</u> <u>ALL</u>
14	<b>NHB 2021 APPLICATION - 40/21</b> CDC have confirmed their approval of the NHB 2021 application for Blackout Curtains / Blinds for the Community Hall in the sum of £13,281, and now require confirmation of the Parish Council acceptance of the Terms and Conditions relating to this award. <b>RESOLUTION:</b> That the Parish Council accept and understand the Terms and Conditions of the New Homes Bonus Agreement NHB 40/21	<u>LFL</u>  <u>ALL</u>
15	<b>KEEPING THE PARISH LOOKING GOOD – VILLAGE VOLUNTEERS:</b> An Update	<u>CMcL</u>
16	<b>ANNUAL PARISH MEETING ON 8<sup>th</sup> NOVEMBER 2021 AT 6PM IN WESTHAMPNETT COMMUNITY HALL:</b> Arrangements for this Meeting including presentation content  Postponed from 26 <sup>th</sup> September. Provision of additional facilities including Picnic Benches / benches on Village Green	<u>ALL</u>
17	<b>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</b>	<u>ALL</u>
18	<b>PARISH FINANCIAL MATTERS:</b> 1. To approve the Accounts to 30 <sup>th</sup> September 2021 2. AGAR – To note External Auditor Report and Certificate received 3. To approve Mr Richard Skillern as Full Signatory on Lloyds Bank Account. 4. To review proposed process for Hall Committee to be reimbursed for expenditure on Hall related purchases up to the value of £200. To be paid from the Lloyds Bank Account as an Interim measure until March 2022 when the method of Hall funding is to be reviewed for the coming Financial Year. 5. Any other business	<u>LFL /</u> <u>ALL</u>
19	<b>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</b>	<u>LFL /</u> <u>ALL</u>
20	<b>DEALING WITH LOCAL ISSUES:</b>	<u>ALL</u>
21	<b>QUESTIONS BY THE PUBLIC:</b> Any resident of the area covered by the Council and present at the meeting may ask questions relating to the business of the Council.	
22	<b>DATE OF NEXT FULL PARISH COUNCIL MEETING:</b> 8 <sup>th</sup> November 2021 - Annual Parish Meeting at 6pm and Full Council Meeting 7pm.	<u>LFL</u>
23	<b>CLOSE MEETING</b>	<u>CMcL</u>

**END OF AGENDA**