



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 D Plummer.

I hereby give notice that a Meeting of Full Council will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on Monday 13th June 2022 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	<u>OPEN FULL COUNCIL MEETING & TAKE APOLOGIES FOR ABSENCE</u>	<u>CMcL</u>
2	<u>DISCLOSURE OF INTERESTS:</u> 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.	<u>CMcL</u>
3	<u>CONFIRM MINUTES OF THE LAST ANNUAL PARISH MEETING held on 8th November 2021:</u> This is deferred from the Annual Parish Meeting held on 9 th May 2022, as the Parish Clerk failed to bring a printed copy of the Minutes to be signed.	<u>CMcL</u>
4	<u>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 9th May 2022</u>	<u>CMcL</u>
5	<u>MATTERS ARISING:</u> To deal with any matters arising from the Minutes of the last meeting.	
6	<u>REPORTS FROM EXTERNAL BODIES:</u> 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. <u>NB:</u> RR report from May will be included here.	
7	<u>MEMBERS' REPORTS:</u> To receive reports from Members where not covered in agenda below, including CDALC AGM on 6 th June.	<u>SB / CMcL / ALL</u>
8	<u>PLANNING MATTERS:</u> A. To receive a report on recent planning applications. B. Update on Appeal Decision on Land North of Madgwick Lane, and arising from the Appeal Decision, the PC to discuss its response to the proposed Local Plan (see email Wed, 1 Jun, 17:08).	<u>LFL ALL</u>
9	<u>GIGABIT VOUCHER SCHEME: Update</u>	<u>CMcL</u>
10	<u>SOUTHERN WATER SEWER REPLACEMENT IN STANE STREET:</u> Warning of planned Road Closure. The WSCC Highways permission means they cannot start until 28 th June and must end by 15 th July. They may be finish before 15 th July if they get on well.	<u>LFL</u>
11	<u>FLOODING AT NEW ROAD / HAT HILL – OPERATION WATERSHED PROJECT:</u> Update on Expected Start Date.	<u>LFL</u>
12	<u>PROVISION OF PICNIC BENCHES, TABLE TENNIS TABLE, GOAL POSTS / MUGA, FRUIT TREES ON VILLAGE GREEN LAND AND OTHER RELATED MATTERS:</u> A. Update on provision of above items. B. Discuss forming a Working Party to work out exactly how to concrete items into the Village Green. C. Care of the Village Green including maintenance of the existing Trees.	<u>LFL / ALL</u>

13	COMMUNITY HALL: (Chairman of the Hall Committee: Cllr T Ashcroft) 1. Update on Bookings 2. Update on Finances 3. Update on Care of Building 4. Update on Community Hall Signage 5. Update on NHB 40/21 - Blinds 6. Any other business	<u>RS</u> <u>RS</u> <u>RS</u> <u>LFL</u> <u>LFL</u> <u>ALL</u>
14	THE QUEEN'S PLATINUM JUBILEE: 1. <u>Parish Celebration Friday 3rd June:</u> Review of the event. 2. <u>Provision of Picnic Table at Westerton Playing Field:</u> Update on Table and Plaque	<u>CMcL</u> <u>LFL</u>
15	ALLOTMENTS AT MADGWICK PARK: A. Update on MP internal build meeting and possible provision date. B. To discuss forming a Sub Committee to review all requirements contained in the Planning Permission, and how the organisation / running of the Allotments might work.	<u>LFL</u> <u>ALL</u>
16	<u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u>	<u>ALL</u>
17	<u>PARISH FINANCIAL MATTERS (See separate emails for details of each item):</u> 1. To approve the Accounts to 31 st May 2022. 2. To approve the Lloyds Bank Account as at 31st March 2022. 3. Internal Audit 2021-2022: Council should consider its recommendations and approve a plan to complete any actions identified, if needed. 4. Section 1 - Annual Governance Statement 2021/22: Council must approve this statement before it is submitted. Recommended: That the Annual Governance Statement for year ended 31st March 2022 is approved. 5. Section 2 – Accounting Statements 2021/22: Council must approve these statements before it is submitted. Recommended: That the Accounting Statements for year ended 31st March 2022 are approved. 6. Approve Internal Auditor for 2022/23 Audit: Continue with local auditor R S Hall & Co. Recommended: That R S Hall & Co act as Internal Auditors for this financial year ending 31st March 2023. 7. Any other Business related to the Internal or External Audit. 8. To review a Grant request for 2022/23 from St Peters Church (was £800 for 2019/20 & 2020/21, £900 for 2021/22, £1000 in the budget) 9. To fix a Finance Committee meeting date to discuss the Community Hall finances. 10. Any other business	<u>LFL / ALL</u>
18	<u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS:</u> Letter from Kent, Surrey & Sussex Air Ambulance.	<u>LFL / ALL</u>
19	<u>DEALING WITH LOCAL ISSUES:</u>	<u>ALL</u>
20	<u>QUESTIONS BY THE PUBLIC:</u> Any resident of the area covered by the Council and present at the meeting may ask questions relating to the business of the Council.	
21	<u>DATE OF NEXT FULL PARISH COUNCIL MEETING:</u> 11th July 2022	<u>LFL</u>
22	<u>CLOSE MEETING</u>	<u>CMcL</u>

END OF AGENDA