



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham
Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

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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 Hannafin, Cllr S James and Cllr D Plummer.

I hereby give notice that the Annual Meeting of the Full Council, followed by the Full Council Meeting, will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on Monday 15th May 2023 at 6.30pm and you are hereby summoned to attend such meetings.

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

	<u>ANNUAL MEETING OF THE FULL COUNCIL, FOLLOWED BY FULL COUNCIL MEETING</u>	
1	<u>OPEN ANNUAL MEETING OF THE FULL COUNCIL & TAKE APOLOGIES</u>	<u>CMcL</u>
2	<u>ELECTION OF CHAIRMAN FOR 2023/4:</u> The Council will elect a Chairman for the forthcoming year	<u>LFL</u>
3	<u>DECLARATION OF ACCEPTANCE OF OFFICE:</u> The duly elected Chairman will make a Declaration of Acceptance of Office	<u>LFL</u>
4	<u>ELECTION OF VICE-CHAIRMAN FOR 2023/4:</u> The Council will elect a Vice-Chairman for the forthcoming year	<u>LFL</u>
5	<u>DECLARATION OF ACCEPTANCE OF OFFICE:</u> The duly elected Vice-Chairman will make a Declaration of Acceptance of Office	<u>LFL</u>
6	<u>CHAIR CONTINUES THE MEETING</u>	<u>Chair</u>
7	<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>Chair</u>
8	<u>APPOINTMENT OF COMMITTEE MEMBERS AND APPOINTMENT OF EXPERTS</u> Finance, Community Hall, Village Green, Planning, WSALC & CDALC, Goodwood GACC & GMCCC, Transit Site, SDNP, All Parishes, CIL, Allotments etc	<u>Chair</u>
9	<u>ANNUAL REPORT OF THE COUNCIL GIVEN BY THE PREVIOUS CHAIRMAN FOR THE Y/E 31st MARCH 2023</u>	<u>CMcL</u>
10	<u>ANNUAL REPORT ON THE UNAUDITED ACCOUNTS OF THE COUNCIL GIVEN BY THE PARISH CLERK / RFO FOR THE Y/E 31st MARCH 2023</u>	<u>LFL</u>
11	<u>CLOSE THE ANNUAL MEETING OF THE FULL COUNCIL.</u>	<u>Chair</u>
12	<u>OPEN FULL COUNCIL MEETING & TAKE APOLOGIES FOR ABSENCE</u>	<u>Chair</u>
13	<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>Chair</u>
14	<u>CONFIRM MINUTES OF THE LAST FULL PC MEETING</u> held on 17 th April 2023	<u>Chair</u>
15	<u>MATTERS ARISING:</u> To deal with any matters arising from the Minutes of the last meeting.	
16	<u>PRESENTATION BY ROLLS-ROYCE OF PROPOSED EXPANSION:</u> Overview of expansion and update on progress of the archaeological survey	<u>AB</u>

17	REPORTS FROM EXTERNAL BODIES: 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.	
18	MEMBERS' REPORTS: To receive reports from Members where not covered in agenda below 1. Madgwick Park Landscaping Update 2. Westerton Defib Update 3. Final work to be done on 5 bar Gates at Community Hall 4. Any other reports	<u>DP</u> <u>TA</u> <u>ALL</u> <u>ALL</u>
19	PLANNING MATTERS: To receive a report on recent planning applications.	<u>LFL</u>
20	ALLOTMENTS AT MADGWICK PARK: Update on Allotment Build, Legal Transfer and Initial Allocation of Plots.	<u>DP / LFL</u>
21	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 NHB 32/20 - Audio Visual Installation – Bluetooth / Presenter 5. Update on Weed Treatment at Community Hall & Village Green 6. Update on CCTV for the Hall / Container 7. Any other business	<u>RS</u> <u>RS</u> <u>TA</u> <u>RS</u> <u>TA</u> <u>TA</u> <u>ALL</u>
22	THE CORONATION OF KING CHARLES III – PARISH CELEBRATION ON SUNDAY 7TH MAY 1PM-3PM: 1. Report on events. 2. Confirmation of CDC Grant approval of £500, and purchase of 2 x Marquees.	<u>TA</u> <u>LFL</u>
23	COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:	<u>ALL</u>
24	PARISH FINANCIAL MATTERS (See separate emails for details of each item): 1. To note receipt of first half of the precept at £35,476 on 21st April 2023 2. To approve the Accounts to 30th April 2023. 3. To approve the Asset Register as at 31st March 2023 4. To approve/ratify any documents required for the Internal Audit including Financial Regs, Standing Orders, Investment policy etc 5. Any other business	<u>LFL /</u> <u>ALL</u>
25	CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS:	<u>LFL /</u> <u>ALL</u>
26	DEALING WITH LOCAL ISSUES:	<u>ALL</u>
27	QUESTIONS BY THE PUBLIC: Any resident of the area covered by the Council and present at the meeting may ask questions relating to the business of the Council.	
28	DATE OF NEXT FULL PARISH COUNCIL MEETING: 12th June 2023	<u>LFL</u>
29	CLOSE MEETING	<u>Chair</u>

END OF AGENDA