



Chidham & Hambrook Parish Council

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4 May 2023

ANNUAL MEETING OF THE PARISH COUNCIL

You are requested to attend a meeting of the Parish Council on **Thursday 11 May 2023 at 7.30pm** at Chidham Village Hall.

MEMBERS: Cllr P Bolton, Cllr G Dixon, Cllr B Garrett, Cllr S James, Cllr S Johnson, Cllr M Savory, Cllr A Sargent and Cllr J Towers

AGENDA

1. **Election of Chair and signature of Declaration of Acceptance of Office**
- 1.2 **Election of Vice-Chair**
- 1.3 All Parish Councillors – signature of Declaration of Acceptance of Office
- 1.4 Co-option of Parish Councillor
An expression of interest has been received from former Parish Councillor Mrs S Bramwell Smith.
2. **Apologies for absence**
No apologies have been received.
3. **Declaration of interests**
4. **Notes from the last meeting**
To agree the minutes of the Parish Council meeting held on 6 April 2023.
- 4.1 Matters Arising
5. **Public Open Forum**
6. **Council membership, representation on outside bodies and meeting dates**
- 6.1 To receive nominations and to appoint members to the Council's committees and groups
- 6.2 To appoint members onto outside bodies.
- 6.3 To agree the 2023-24 Parish Council meetings calendar
7. **Review of Governance documents**
- 7.1 Review of Standing Orders
- 7.2 Review the Terms of Reference of the following committees:
Planning Committee, Finance Committee, Staffing Committee, Public Open Spaces Advisory Committee (POSAC), Allotment Committee and Neighbourhood Plan Steering Group (NPSG).
8. **Receive Reports**
- 8.1 Parish Council Chair
- 8.2 District Councillors
- 8.3 County Councillor
- 8.4 Clerk & RFO
9. **Committee Reports**
- 9.1 Advisory Group to the Planning Committee
To consider the notes of the meeting held on 19 April 2023
- 9.2 Neighbourhood Plan Steering Group
No meetings of this group have been held since the last Parish Council meeting on 6 April 2023.
- 9.3 Public Open Spaces Advisory Committee (POSAC)
To consider the notes of the meeting held on 11 April 2023.
- 9.4 Business Plan
To approve the revised Business Plan.

- 9.5 Community Infrastructure Levy (CIL) projects
To consider and agree the Parish Council's revised CIL projects.
- 9.6 Annual Parish Meeting arrangements
- 9.7 Local Plan Regulation 19 Update – Cllr S Johnson
- 9.8 Parish Ditch Warden
To consider the report from Mr R Yeld on drainage in the parish and the role of the Warden.
To consider the payment to Mr Yeld of the annual fee of £550 for his services.
- 9.9 Hamstead Meadow – Cllr J Towers
To consider the Hyde Group's suggested ground maintenance arrangements for this meadow.
10. **Finance and Governance**
- 10.1 To authorise the Clerk to pay the invoices reflected on the Schedule of Payments
- 10.2 To note Direct Debits payments made, to acknowledge receipt of credits paid and to confirm/ratify payments made following email agreement.
11. **Meeting Dates**
Advisory Group to the Planning Committee – Thu 18 May 2023 7:30pm Chidham Village Hall
Annual Parish Meeting with residents – Thu 25 May 2023 7:30pm Chidham Village Hall
Parish Council – Thu 1 June 2023 7:30pm Chidham Village Hall
Neighbourhood Plan Steering Group – Mon 5 June 2023 7:30pm Chidham Village Hall
POSAC - Mon 19 June 2023 7:30pm Chidham Village Hall
12. **Items for the next meeting**
13. **Any Other Business**

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.