



I hereby give notice that the meeting of Chidham and Hambrook Parish Council is to be held on Thursday 1 February 2024 and will take place at Chidham Village Hall commencing at 7.30pm

All members of Chidham and Hambrook Parish Council are hereby summoned to attend.

Please note that this is a meeting held in public and not a public meeting.

Members of the Public: Members of 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.

AGENDA

1. Apologies for absence

To resolve to accept apologies for absence.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

2. Declarations of interest

To receive declarations of interest on any items on the agenda.

3. Minutes

To resolve to approve the Minutes of the Parish Council meeting held on 7 December 2023.

4. Actions Update

To receive an update on actions agreed at the last meeting not on this agenda.

5. Public Session

The public session which, at the Chairman's discretion may last up to 15 minutes, is to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council meeting. Members of the public are asked to restrict their comments and/or questions to three minutes.

6. Reports

To receive the following reports.

Chairman's Report

Chichester District Councillor's Report

West Sussex County Councillor's Report

Clerk's Report

7. Committee Meetings

To note the Minutes from Committee Meetings held since the last Parish Council meeting and consider any recommendations.

Planning Meeting – 18 January 2024

NPSG Meetings – 22 January 2024

8. External Meetings

To receive reports from any external meetings attended by Councillors.

Bournes Forum Meeting

Meeting with CDC Planning Officer

- 9. Community Hub at Rosebrook**
To receive an update on potential costs and decide on how to proceed.
- 10. Highways Issues**
To look at parking issues on verges and consider any possible action.
- 11. Policy Adoption and review**
Risk assessment
- 12. Welcome packs for residents**
To consider whether to provide a welcome pack to new residents.
- 13. Finance and Governance**
To receive the recent Interim Internal audit report.
To approve the Internal Auditor for the end of year audit.
To resolve to approve the schedule of payments
To receive the Budget Monitoring Statement.
- 14. Upcoming Meeting Dates**
To note the dates for meetings to the end of March 2024.
Planning Committee – 15 February 2024
POSAC Committee – 20 February 2024
Parish Council – 7 March 2024
Planning Committee – 21 March 2024
Staffing Committee – date to be set
- 15. Items for referral to the next meeting.**

Signed_ C A Smith
Parish Clerk

Date 25/01/2024

*By resolution, the Parish Council may decide to exclude the Press and Public from any part of the meeting¹
1 Public Bodies (admission to meetings) Act 1960*