

Agenda for the Meeting of North Mundham Parish Council  
to be held on the 6<sup>th</sup> March 2018  
**North Mundham Parish Council**  
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**Clerk to the Council: Louise Chater MILCM**

**MEETING OF THE PARISH COUNCIL**

I hereby give you notice that the Meeting of North Mundham Parish Council is to be held on 6<sup>th</sup> March 2018 in the Small Hall at North Mundham Village Hall at 19.15 and all members of the Council are hereby summoned to attend.

L. Chater

L. Chater - Clerk to the Council

Dated: 27<sup>th</sup> February 2018

- 24.18 PUBLIC QUESTION TIME ON MATTERS ON THE AGENDA** - this is limited to ten minutes to allow members of the public to a) make representation b) answer questions or c) give evidence relating to business to be transacted (the public are welcome to stay to observe the rest of the meeting)
- 25.18 APOLOGIES AND REASONS FOR ABSENCE**
- 26.18 CODE OF CONDUCT**
1. Declarations of Interest of items included on the agenda
  2. Dispensation Request
- 27.18 MINUTES** - to agree and sign the minutes the meeting held on 2<sup>nd</sup> January 2018
- 28.18 COUNTY COUNCILLOR'S REPORT RELEVANT TO THE PARISH** - when Parish Councillors may ask questions
- 29.18 DISTRICT COUNCILLOR'S REPORT RELEVANT TO THE PARISH** - when Parish Councillors may ask questions
- 30.18 HEALTH AND SAFETY**
1. Village Hall Monthly report and action required
  2. Parish Council Office - Office Inspection
  3. Parish Council Assets
  4. Risk Assessments - Office
- 31.18 MATTERS ARISING FROM THE MINUTES** - not already on the agenda
- 32.18 POLICIES**
1. Replacement Policies  
Flexible Retirement
    1. Policies Reviewed
      - 1.1 Data Protection
      - 1.2 Protocol on Filming, Videoing, Photography, Audio Recording & Broadcasting at Council Meetings

- 1.3 Complaints Committee Terms of Reference
- 1.4 Complaints Policy

**33.18 PARISH PLAN** (including action plan) - report from working party

**34.18 GENERAL DATA PROTECTION REGULATIONS** 25<sup>th</sup> May 2018

- 1. Training
- 2. Audit
- 3. Data Protection Officer
- 4. IT Support
- 5. Website
- 6. Data Cleansing
- 7. Policies
- 8. Data Sharing Contracts

**35.18 FINANCE**

- a) Bank Balances as at date of meeting - to receive a verbal report
- b) Payments - ratification of payments made and payments for authorisation including any invoices received following publication of the agenda
- c) Financial Statement - December and January
- d) Budget Monitoring 2017/18
- e) End of Year Virements to allocated reserves.
- f) Grant Applications and Payments  
<http://northmundham.org/abd/wp-content/uploads/2016/01/Grant-Policy.pdf>
- g) New Homes Bonus - 2018/19
- h) Precept
- i) BT telephone boxes for adoption
- j) Bus Shelter Cleaning Contract

**36.18 LOCAL PLAN**

**37.18 STRATEGIC ACTION PLAN 2017 -18** - review

**38.18 PLAYING FIELD COMMITTEE** - report from Cllr Chivers

**39.18 VILLAGE HALL MANAGEMENT COMMITTEE** - report from Cllr Neave

**40.18 HIGHWAY ISSUES**

- 1. A27 bypass
- 2. Footpath adjacent to Canal Mead
- 3. Community Highways Application Scheme - Shared Use Path from Marsh Lane to Runcton Farm shop
  - 3.1 - Response from Residents
  - 3.2 Response from Businesses
- 4. Layby - adjacent to Wheatlands
- 5. Layby adjacent to the Walnut Tree
- 6. Church Road Traffic Monitoring
- 7. Visibility - Tree on B2166 at the Junction of Mill Lane
- 8. Marsh Lane Road Closure - 20 March 2018

By resolution the Parish Council may decide to exclude the Press and Public from any part of the meeting 1

#### **41.18 ENVIRONMENT**

1. Drainage Ditch Honer Lane - lack of movement of water - Cllr. Wall to report
2. Community Green Offer - West Sussex County Council
3. Light Pollution Meeting with Vitacress
4. British Spring Clean 4<sup>th</sup> March 2018
5. Parish Caretaker
6. Maintenance of the Discussed Canal adjacent to Canal Mead permissive path

#### **42.18 FRENCH EXCHANGE- TWINNING**

#### **43.18 ANNUAL MEETING OF ELECTORS - 5<sup>th</sup> March 2018**

1. Review of Meeting

#### **44.18 CLERK'S REPORT**

1. Quality Award
2. Appraisal - 14<sup>th</sup> March 2018
3. Dementia Awareness session
4. Conservation Area Assessment
5. World War One - Centenary
  - 5.1 Light of Beacon
  - 5.2 Grant Funding from Chichester District Council
  - 5.3 Royal British Legion Silent Soldier

#### **45.18 ITEMS FOR REPORTING AND INCLUSION ON FUTURE AGENDAS**

#### **46.18 EXTERNAL MEETINGS**

#### **47.18 EXTERNAL CORRESPONDENCE**

##### Filming of Council meetings and use of social media

During this meeting, the public are allowed to film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting.

If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking.

The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

By resolution the Parish Council may decide to exclude the Press and Public from any part of the meeting <sup>1</sup>

<sup>1</sup> Public bodies (Admission to Meetings) Act 1960