

North Mundham Parish Council

Minutes of the Meeting of North Mundham Parish Council on 1st May 2018 which commenced at 19.15 in the small hall at North Mundham Village Centre

PRESENT: Cllrs. Denia Turnbull, Tim Russell, Annie Maclean, Rob Callaway-Lewis, Frances Neave, Hugo Wall, Peter Stephens, Keith Phillips and Paul Chivers.

In attendance: Louise Chater (Clerk), District Cllr Chris Page, County Cllr. Jamie Fitzjohn and one member of the public.

53.18 ELECTION OF CHAIRMAN

On a proposal by Cllr. Maclean, it was RESOLVED to elect Tim Russell as the Chairman of North Mundham Parish Council for the council year ending 30 April 2019; the declaration of acceptance of office was duly signed. The Chairman thanked Cllr. Turnbull for all her work as the Chairman.

54.18 ELECTION OF VICE CHAIRMAN

On a proposal by the Chairman, it was RESOLVED to elect Keith Phillips as Vice Chairman of North Mundham Parish Council for the council year ending 30 April 2019; the declaration of acceptance of office was duly completed.

55.18 PUBLIC QUESTION TIME ON MATTERS ON THE AGENDA

None.

56.18 APOLOGIES AND REASONS FOR ABSENCE

None.

57.18 CODE OF CONDUCT

1. Declarations of Interest of items included on the agenda - none.
2. Dispensation Request - none.

58.18 MINUTES

On a proposal by Cllr. Neave, it was RESOLVED to agree and sign the minutes of the meeting held on 6th March; this was duly completed. On a proposal by Cllr. Wall, it was RESOLVED to agree and sign the minutes of the meeting held on 27th March 2018.

59.18 MATTERS ARISING FROM THE MINUTES

None.

60.18 COUNTY COUNCILLOR'S REPORT RELEVANT TO THE PARISH

County Cllr. Fitzjohn requested that residents and the public complete the consultation "what matters to you".

The Community Investment Funding has changed to crowd funding which means that every organisation that West Sussex County Council deals with in respect of grants will receive notification of an organisation's grant application.

A27 - the penultimate Build A Better A27 meeting was held recently. Unfortunately the data from the consultation had not been fully analysed; the response had been much larger than expected. Highways England has confirmed that at this time there is no financial constraint on the proposed schemes as the budget for RIS2 will not be set until the Autumn budget. The consultant will complete the analysis and then the final Build A Better A27 community meeting will take place as which it is hoped a decision will be made by the community, following this meeting the District Council, the County Council and the MP will consider the consultants recommendations.

19.47 a resident arrived

61.18 DISTRICT COUNCILLOR'S REPORT RELEVANT TO THE PARISH

It was noted that Gillian Keegan MP has agreed to attend the Lakeside site to discuss the issues being experienced by the residents.

District Cllr. Page had recently had a meeting with residents of South Mundham who are concerned about the state of the ditches and culverts. Cllr. Callaway-Lewis agreed to talk to the landowners.

RCL

At the recent All Parishes Meeting a presentation was given on the upcoming Velo South which is a 100-mile bike ride; concern has been expressed regarding the number of road closures. County Cllr. Fitzjohn stated that the County Council are very supportive of the event, the route is being discussed to ensure it avoids level crossings.

62.18 REVIEW OF COUNCIL AND/OR EMPLOYEES MEMBERSHIP TO OTHER BODIES

On a proposal by Cllr. Chivers, it was RESOLVED to maintain membership of the bodies listed below

1. National Association of Local Councils (NALC)
2. West Sussex Association of Local Councils (WSALC)
3. Chichester District Association of Local Councils (CDALC)
4. Action in Rural Sussex (Airs)
5. Society of Local Council Clerks (SLCC)
6. Institute of Local Council Clerks (ILCC)

63.18 ELECTION OF PARISH COUNCIL REPRESENTATIVES AT MEETINGS

The following Councillors were nominated to represent the Parish Council at the listed external meetings. These nominations were accepted.

1. Manhood Peninsula Community Fourm - Cllr Maclean and further representatives as required
2. CDALC - Cllrs Turnbull and Stephens
3. WSALC - Clls Maclean & Turnbull
4. Mundham & Runcton Residents Association (MARRA) - Cllr Turnbull
5. North Mundham Playing Field Management Committee - Cllr Chivers
6. Chichester District Council Meeting of the Parishes - Cllrs Russell & Phillips
7. West Sussex County Council South Chichester Local Committee - representatives as required.

64.18 ELECTION OF MEMBERS' SPECIAL AREAS OF RESPONSIBILITY

The following Councillors were nominated to accept responsibility for the areas listed below. These nominations were accepted.

1. Environmental & Waste Issues - Cllr. Neave
2. Policing & Vandalism - Cllr. Russell
3. Highways & Road Safety - Cllr. Callaway-Lewis
4. Footpaths, Rights of Way & Verges - Cllr. Turnbull
5. Chichester District Council Strategic Plans & Housing - Cllr. Stephens
6. Flooding - Cllr. Wall
7. Finance & Budget (including checks of the parish council finance) - Cllr. Phillips

65.18 TO APPOINT MEMBERS TO SERVE ON THE UNDER MENTIONED COMMITTEES

1. Planning Committee - On a proposal by Cllr. Chivers, it was confirmed the adopted terms of reference would remain in place. Cllrs. Russell, Turnbull, Chivers, Stephens & Wall were nominated to be members of the Planning Committee; these nominations were accepted. On a proposal by Cllr. Chivers, it was RESOLVED to elect Tim Russll as Chairman of the Planning Committee and Peter Stephens as the Vice Chairman.
2. Employment Committee - On a proposal by Cllr. Neave, it was confirmed the adopted terms of reference would remain in place. Cllrs. Neave, Russell, Stephens & Turnbull were nominated to be members of the Employment Committee; these nominations were accepted. On a proposal by Cllr. Neave, it was RESOLVED to elect Tim Russll as Chairman of the Employment Committee and Peter Stephens as the Vice Chairman
3. Code of Conduct- On a proposal by Cllr. Wall, it was confirmed the adopted terms of reference would remain in place. Cllrs. Wall, Maclean, Stephens and Callaway-Lewis were nominated to be members of the Code of Conduct Committee; these nominations were accepted. On a proposal by Cllr. Wall, it was RESOLVED to elect Rob Callaway-Lewis as Chairman of the Code of Conduct Committee and Hugo Wall as the Vice Chairman.
4. Complaints Committee - On a proposal by Cllr. Phillips, it was confirmed the adopted terms of reference would remain in place. Cllrs. Phillips, Neave,

Maclean & Callaway-Lewis were nominated to be members of the Complaints Committee; these nominations were accepted. On a proposal by Cllr. Phillips, it was RESOLVED to elect Annie Maclean as Chairman of the Complaints Committee and Keith Phillips as the Vice Chairman.

5. Village Hall Management Committee On a proposal by Cllr. Maclean, it was confirmed the adopted terms of reference would remain in place. Cllrs. Maclean, Neave & Phillips were nominated to be members of the Village Hall Management Committee; these nominations were accepted. On a proposal by Cllr. Maclean, it was RESOLVED to elect Frances Neave as Chairman of the Village Hall Management Committee and Annie Maclean as the Vice Chairman. Jenny Harper and Peter Baldwin as regular users were nominated as voting members of the committee.

66.18 POLICIES

1. New Policies
 - 1.1 Councillor & Employees Expenses - Policy & Procedure - "Where a Councillor/employee uses their own vehicles, they should ensure that the vehicle is in good working order, fully insured, taxed and MOTd" was amended to read "Where a Councillor/employee uses their own vehicles, they must ensure that the vehicle is in good working order, fully insured (Business Usage Insurance), taxed and MOTd". It was agreed to change line manager to Chairman/Responsible Financial Officer
Following these changes; on a proposal by Cllr. Maclean, it was RESOLVED to adopt the Councillors & Employees Expenses Policy. It was noted that the Policy also applied to co-opted councillors.
2. Replacement Policies
 - 2.1 Standing Orders - NALC have issued replacement standing orders, however further work is required prior to adoption.
3. Policies Review - none

67.18 EMPLOYMENT COMMITTEE

1. Minutes of the Meeting held on 27th March 2018 - On a proposal by the Chairman, it was RESOLVED to agree and sign the minutes; this was duly completed.
2. End of year Appraisal - The appraisal meeting was held on 14th March 2018, the Clerk and Cllr. Russell signed the appraisal form.
3. Targets set for year ended 31 March 2019

<u>Objective</u> (What is to be achieved)	<u>Measure</u> (How will we know the objective has been achieved)	<u>Time Scale</u> (By When)
Quality Award	Successful Accreditation	Ongoing
Parish Plan	Support progress of Parish Plan	Ongoing
Strategic Action Plan 2018 - 2019	Adoption of Strategic Plan	May 2018
Website	Review of Provision and replacement website	12 months from achievement of Quality Award

Community Highway Application	Merston Road to Runcton Farm Shop Shared Use Path	March 2019
General Data Protection Regulations	<ul style="list-style-type: none"> • Audit • Provision of Data Protection Officer • Adoption of Policies • Positive Consent • Data Cleansing completed 	March 2019

4. Additional hours worked

- 4.1 Quality Award - It was noted that the Clerk had completed 16.45 hours to prepare the Parish Council for submission of the Quality Award.
- 4.2 Additional Hours - the Clerk had worked an additional 52.50 hours in the year ended 31 March 2018
- On a proposal by Cllr. Phillips, it was RESOLVED to make payment for a total of 68.95 hours.

5. Recommendation to Full Council - On a proposal by the Chairman it was RESOLVED to increase salary scale from Scale Point 28 to Scale Point 29 and back date the increase to 1st April 2018.

68.18 NORTH MUNDHAM VILLAGE HALL MANAGEMENT COMMITTEE

1. Minutes of the Meeting held on 8th January 2018 - On a proposal by Cllr. Neave, it was RESOLVED to accept the minutes of the Village Hall Management Committee; it was noted the Village Hall Working Party had accepted them as a true record of the meeting.
2. Report by Cllr. Neave - quotes being obtained for replacement of the double doors in the main hall.
3. PRS - the clerk, Cllr Maclean and Cllr Neave need to have a further meeting to resolve the issue.
4. Wooden sign advertising at the top of School Lane has not been reinstated following the realignment work, the Chairman will discuss the matter with the developers.

CLERK/FN
/AM

TR

69.18 CONFIRMATION OF USE OF ADOPTED POLICIES

On a proposal by the Chairman, it was RESOLVED to continue to use the adopted policies listed below:

1. Standing Orders - Adopted 6th April 2016
2. Scheme of Delegation - Adopted 1st November 2016
3. Retention of Documents Policy - Adopted 1st November 2016
4. Strategies for the future 2005 - An Action Plan updated 2009
5. Business Plan 2017-2022 - Adopted on 2nd May 2017
6. Data Protection - adopted 7th March 2017
7. Risk Management Policy - Adopted 7th March 2017
8. Financial Regulations - Adopted 6th April 2016
9. Reserves Policy - Adopted 1st December 2015
10. Grant Awarding Policy - Adopted 5th January 2016

11. Local Government Pension Scheme Regulations - Statement of Discretions - Adopted 7th November 2017
12. Flexible Retirement Policy - Adopted 6th March 2018
13. Grievance Policy - Adopted 3rd January 2017
14. Disciplinary Policy - Adopted 3rd January 2017
15. Dignity at Work, Bullying & Harassment Policy - Adopted 3rd January 2017
16. Sickness and Absence Policy - Adopted 7th March 2017
17. Staff Appraisal Policy - Adopted 7th November 2017
18. Equality Policy - Adopted 7th March 2017
19. Safeguarding Policy - Adopted 7th March 2017
20. Health, Safety & Welfare Policy - Adopted 19th May 2015
21. Employee Code of Conduct - Adopted 7th March 2017
22. Councillors Code of Conduct - Adopted 19th May 2015
23. Dispensation Procedure - Adopted 19th May 2015
24. Freedom of Information Publication Scheme - Adopted 5th January 2017
25. Data Protection Policy - Adopted 7th March 2017
26. Communication Policy - Adopted 1st November 2016
27. Staff & Councillors Training Policy - Adopted 6th December 2016
28. Media Relation Policy - Adopted 5th September 2017
29. Community Engagement Strategy - Adopted 3rd January 2017
30. Protocol on Filming, Videoing, Photography, Audio Recording & Broadcasting at Council Meetings - Adopted 6th July 2015
31. Complaints Policy - Adopted 19th May 2015
32. Dealing with Developers - Adopted 6th July 2015
33. Memorial Bench Policy - Adopted 2nd February 2016
34. Bus Shelter & Cycle Rack Policy - Adopted 7th March 2017
35. Village Hall Policy - Adopted 7th November 2017

70.18 STRATEGIC ACTION PLAN 2017 -18

1. Quality Award - results awaited brought forward to next years plan.
2. Parish Plan - brought forward to next years plan.
3. Monitor Development of School Lane site - brought forward to next years plan.
4. Website - SSL certification outstanding brought forward to next years plan.
5. Clerk & Cllrs. Training - ongoing brought forward to next years plan.
6. Good Governance of the Parish - ongoing brought forward to next years plan.

71.18 STRATEGIC ACTION PLAN 2018-19

Add: Training plan for Councillors

Add: Improve surface of bridleway from School Lane to Chichester - Cllr.

Fitzjohn stated that he would support a community highways scheme application and would arrange for a search to be carried out to ascertain the landowners.

Following the above amendments, on a proposal by the Chairman, it was RESOLVED **CLERK** to adopt the Strategic Action Plan for 2018 - 19

72.18 HEALTH & SAFETY

1. Village Hall Monthly report and action required - Cllr. Neave reported that the loose door handle on the disabled toilets has been replaced and an additional bungee had been installed to restrain the tables.

2. Parish Council Office - Office Inspection - Cllr Russell completed the office inspection on 14th March - report attached
3. Parish Council Assets - following the office inspection the issue of document retention and resilience raised concern, therefore consideration needs to be given to purchasing a fire proof filing cabinet. It was agreed that the Chairman and Clerk investigate this to ascertain the amount of storage space required

TR/CLERK

73.18 GENERAL DATA PROTECTION REGULATIONS - 25th May 2018

1. Data Audit and Data Cleansing - The data audit has been booked for 22nd May 2018
2. Data Protection Officer - It was noted that the Government has tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England and community and town councils in Wales from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation, However, SSALC remained of the view that it is a vital safeguard for the council to have access to independent, skilled advice to ensure it is able to act lawfully. The Parish Council has appointed a Data Protection Officer although no contract has been signed. On a proposal by the Chairman, it was agreed that the Parish Council would engage the Data Protection Officer for the first year as a minimum.
3. IT Support - the Clerk is continuing to investigate the various options available and will prepare a report for the next meeting.
4. Website - The Clerk has chased up the website provider about the SSL certification
5. Policies - no further action
6. Data Sharing Contracts - no further action

AGENDA

20.36 member of public left

74.18 PARISH PLAN (including Action Plan)

No further update.

75.18 LOCAL PLAN

None.

76.18 FINANCE

a) Bank Balances as at date of meeting

Parish Council Account	£
Unity Trust - Current Account	7,707.31
Handelsbanken - Reserve Account	77,323.60
Village Hall Account	£
Unity Trust - Current Account	27,385.42

b) Payments - ratification of payments made and payments for authorisation including any invoices received following publication of the agenda

FN

28 March 2018	Total			
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PARISH COUNCIL	£			
Direct Debit				
Anvil Mobile	11.87			Feb-18
Chichester District Council	163.48			litter bin emptying
Barclaycard	16.96			21 March 2018
Standing Orders				
Mrs Louise Chater	748.26			month 12
West Sussex County Council	214.10			month 12
Funds Transfer		Authorisation Code	Authorisation Code	
Village Hall Management Committee	200.00	FN:380502932	TR: 220921056	funds transfer
Procurement Card				
Office Outlet	16.96			stationery
28 March 2018	Total			
Village Hall	£			
Direct Debit				
Chichester District Council	56.60			Waste Collection
SSE	369.89			Electricity
Direct Payments		authorisation code	authorisation code	
Cross Fire	46.75	FN:380502932	TR: 220921056	fire safety inspection
TP & TJ Reed	481.78			Invoice Number 2624
25 April 2018	Total			
PARISH COUNCIL	£			
Direct Debit				
Anvil Mobile	12.40			Mar-18
Barclaycard	64.11			21 April 2018
Standing Orders				
Legal & General	2.34			Ill Health insurance
Sunbeams	18.75			Broadband
Direct Payment		authorisation code	authorisation code	

HMRC	109.75	FN:688234614	TR: 123534144	PAYE
Mrs Louise Chater	756.90	FN:688234614	TR: 123534144	Salary - month 1
WSPC - Pension Fund	210.01	FN:688234614	TR: 123534144	Pension - month 1
Mulberry & Co	254.04	FN:688234614	TR: 123534144	Audit Fees
SSALC Ltd	17.00	FN:688234614	TR: 123534144	LCR Subs
S Gingell	88.55	FN:688234614	TR: 123534144	bus shelter cleaning
WSALC Ltd	408.89	FN:688234614	TR: 123534144	WSALC/NALC Subs
DM Payroll Services Ltd	73.00	FN:688234614	TR: 123534144	Payroll
Procurement Card				
Aldi	7.66			batteries for audio system
Facebook	3.86			advert
Avast	52.29			Anti-Virus
24 April 2018	Total			
Village Hall	£			
Direct Debit				
Chichester District Council	56.60			Waste Collection
Direct Payments		authorisation code	authorisation code	
Action in Rural Sussex	144.00	FN:688234614	TR: 123534144	Subscription
S Gingell	27.50	FN:688234614	TR: 123534144	window cleaning
Tim Croucher	75.60	FN:688234614	TR: 123534144	plumbing works
TP & TJ Reed	6.00	FN:688234614	TR: 123534144	Invoice No2651

- c) Financial Statement - On a proposal by Cllr. Maclean it was RESOLVED to accept the financial statements for February 2018 & March 2018.
- d) End of Year Finance Review - Cllr. Russell reported that he had completed an end of year review on 14th March 2018 report attached.
- e) Internal Audit Year Ended 31st March 2018 - The Clerk had met with the internal auditor on 23rd April 2018 and reported that Mr Mark Mulberry of Mulberry & Co had stated in his report "It is clear the council takes policies and procedures very seriously and I am pleased to report that overall the systems and procedures you have in place are entirely fit for purpose. I would like to thank the clerk for her hard work during the year and am pleased to say her high standard of work continues, I therefore make no recommendations for change at this stage."

- f) Annual Return for year ended 31 March 2018 Annual Internal Audit Year 2017/18 - report from internal auditor and report - it was noted that internal auditor had completed the Annual Internal Audit Report.
- g) Annual Return for year ended 31 March 2018 - Section 1 - Annual Governance Statement 2017/18. On a proposal by Cllr. Maclean it was RESOLVED to accept section 1 the Annual Governance Statement. This was duly signed by the Chairman and Clerk.
- h) Annual Return for year ended 31 March 2018 - Section 2 - Accounting Statement 2017/18. On a proposal by Cllr. Philips, it was RESOLVED to accept section 2 the Accounting Statement; this was duly signed by the Chairman.
- i) Annual Return for year ended 31 March 2018 - Additional Information Required - required by the auditor was confirmed as correct.
- j) End of Year Accounts - Year ended 31 March 2018 On a proposal by Cllr. Phillips, it was RESOLVED to accept the end of year accounts. These were duly signed by the Chairman.
- k) PAYE - end of year March 2018 - payroll services had completed the year end procedure and no payments were outstanding.
- l) Pension - end of year March 2018 - the Clerk had submitted the year-end report and no payments were outstanding. It was noted that the Parish Council contribution for year ended 31 March 2019 is 20.18% a reduction on the previous year due to the Ill Health insurance premium.
- m) VAT Claim - year ended 31 March 2018 -the claim has been submitted in the sum of £3996.44
- n) Budget Monitoring 2018/19 - no action required.
- o) Appointment of Responsible Financial Officer 2018/19 - On a proposal by Cllr. Chivers, it was RESOLVED that Mrs Louise Chater, Parish Clerk, would remain as the Responsible Financial Officer for the year-ended 31 March 2019
- p) Confirmation of Clerk's Salary and Hours 2018/19 - it was confirmed that the Clerk would work an average of 14 hours per week on scale point 29
- q) Confirmation of Chairman's Allowance 2018/19 - it was confirmed that the Chairman's Allowance in pursuance of S15(5) of the Local Government Act 1972 was set at £150.00 for the financial year ended 31 March 2019
- r) Power of General Competence 2018/19 - The Clerk confirmed that the Parish Council complied with the requirements to adopt the Power of General Competence. On a proposal by Cllr. Callaway-Lewis, it was RESOLVED to adopt the Power of General Competence.
- s) Confirmation of Standing Orders and Direct Debits for 2018/19 - On a proposal by the Chairman, it was RESOLVED to sign the Direct Debit & Standing Order Payment Schedule; this was duly completed

Standing Order Payment List Year ended 31 March 2019

Parish Council

North Mundham Playing Field Trust	Ground Rent	Quarterly
Sunbeams	Broadband	Monthly

Direct Debit Payment List Year ended 31 March 2019

Parish Council

Anvil Mobile (Eazipay)	Telephone	Monthly
Chichester District Council	Dog & Litter Bin	Annually

	Data Protection	
Information Commissioner	Registration	Annually
Barclaycard	Procurement card	monthly
Village Hall		
SSE	Electricity	Quarterly
SSE	Gas	Quarterly
Chichester District Council	Waste Collection	Monthly
t) Asset Register - On a proposal by Cllr. Neave, it was RESOLVED to adopt the updated Assets Register		
u) Bus Shelter glass replacement quote - nothing further to report		
v) BT Telephone boxes for adoption - no further update		
w) New Homes Bonus - report attached		

77.18 PLAYING FIELD COMMITTEE

Cllr Chivers stated that discussions are taking place re the refurbishment of the pavilion and wondered if the Parish Council would consider using the new homes bonus payment for this work. The Chairman requested that they Playing Field Management prepare a detailed report for the Councils consideration.

The Chairman asked what the possible implications were when the new free school opens its, new building. Will it increase the number of pupils using the playing field or will they no longer use the field? The school only has one all-weather pitch therefore it is likely for the foreseeable future that the free school will continue to use the playing field facilities and the footfall will remain the same for the foreseeable future.

78.18 HIGHWAY ISSUES

1. A27 bypass - covered 73.18
2. Footpath adjacent to Canal Mead -matter closed
3. Community Highways Application Scheme - shared use path from Marsh Lane to Runcton Farm Shop
 - 3.1 Response from residents - no further update
 - 3.2 Response from Businesses - no further update
4. Meeting with Highways Officer; Layby's, highway verges and trees on the highway were discussed - West Sussex County Council have agreed to carry out further investigations at the layby adjacent to Wheatlands and adjacent to the Walnut Tree pub on Vinnetrow Road. Planting of any trees or hedgerows on highway land would become the responsibility of the Parish Council; under no circumstance would the County Council take responsibility for any further planting. Although the highway verges were not in a good state of repair there is no funding available to carry out remedial repairs that will immediately be damaged due to the size of the tractors and vehicles using the rural roads.

79.18 ENVIRONMENT

1. Drainage ditch Honer Lane - lack of movement of water - already covered
2. Community Greening Offer - West Sussex County Council - no further update.
3. Light Pollution Meeting with Vitacress - to be rearranged.

4. Parish Spring Clean - a large amount of rubbish was collected. The District Council are encouraging Parish Council's and residents to adopt an area. Consideration to be given to an Autumn Clean. It was noted that bagged dog poo can go into bin. **AGENDA**
5. Parish Caretaker - working party meeting to be arranged
6. Maintenance of the disused canal adjacent to Canal Mead permissive path - nothing further to report. **CLERK**

80.18 FRENCH EXCHANGE- TWINNING 10-13th May 2018

Cllr. Turnbull reported that 36 people were visiting from France and were being hosted by 18 families. The hog roast and barn dance is on the 12th May and is open to all residents and is £12.00 per ticket.

81.18 ANNUAL MEETING OF ELECTORS - 5th March 2018

Minutes to be completed for review at next meeting.

AGENDA

82.18 ROYAL WEDDING 20th MAY 2018 - cream tea

Parish Councillors were encouraged to attend the cream tea.

83.18 CLERK'S REPORT

1. Quality Award - nothing further
2. Dementia Awareness session - took place and was very interesting.
3. Conservation Area Assessment - the clerk has emailed the relevant officer response awaited.
4. World War One Centenary - 11th November 2018 - the British Legion were holding a commemorative event on 11th November therefore it has been agreed with the British Legion to not hold an event on the Saturday.
Silent Soldier - enquire from CDC if grant can be used to purchase a Silent Soldier. If the grant is not available, then further consideration needs to be given at July meeting.

84.18 ITEMS FOR REPORTING AND INCLUSION ON FUTURE AGENDAS

1. Potholes - report them to Love West Sussex - if the items are not completed satisfactorily then please report it to County Cllr. Fitzjohn; the County Council are investigating the purchase of a velocity machine which is exclusively for the use of rural road.

85.18 EXTERNAL MEETINGS

1. All Parishes meeting - presentations were given on GDPR, child sexual exploitation, campaign on litter in the district.

86.18 EXTERNAL CORRESPONDENCE

1. Email from Sustrans - National Cycle Route 2 (NCN2) Dover to Cornwall - the next proposed stretch is from Marine Drive Bognor - Summer Lane Pagham (across fields) - Honer Lane Church Road (North Mundham) then joining the off- road section at Hunston Farm and along the canal into Chichester. There are several quite challenging sections to overcome especially the B2166. Sustrans wish to obtain the Parish Council's views and ascertain if the parish

AGENDA

council will support this project. In principle the Parish Council support the proposal but would like a meeting with representatives of Sustrans.

Meeting closed 21.31

Signed: _____ Chairman North Mundham Parish Council

Dated: _____