# North Mundham Parish Council

# AGENDA

1 Charlmead East Wittering Chichester West Sussex PO20 8DN

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I hereby give notice that the meeting of North Mundham Parish Council Annual General Meeting to be held on 7th September 2021 in the small hall at North Mundham Village Centre and will commence at 19.30 or immediately after the Planning Committee meeting if it overruns. **If you wish to participate in the meeting at the public question time, you are requested to register your attendance with the clerk by emailing by midday on Monday 6th September**, clerk@northmundham.org.

**Subject to Covid-19 risk assessment members of the public are advised of the following:**

### Wear masks on entry and whilst in the building

### Use hand sanitiser

### Follow one way system, in through the main door and leave by the fire door

### Doors and windows will be opened to allow air to circulate

### Sign in for Track and Trace

### Maximum room capacity of the small hall is 13

### Please maintain social distancing and do not move the seating, and seating for the public will be allocated on a first come first service basis

### No meeting papers will be provided

### Masks should only be removed if you are formally contributing to the meeting or responding to direct question in relation to the meeting, please replace your mask when you have finished speaking

### It is recommended that everyone attending take a lateral flow test prior to attending the meeting

### Members of the public must not attend any face to face meeting if they or a member of their household have COVID-19 symptoms and/or are required to self-isolate

### If you only wish to observe the meeting then you can join us online at Microsoft Teams [Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_M2I4OWZkODMtNDVmYy00NzEwLTgxYzctYzhlOGY0YTZmMWUz%40thread.v2/0?context=%7b%22Tid%22%3a%2222daba79-2c91-4f5d-80b7-c640bd8cd6a4%22%2c%22Oid%22%3a%2249286989-b0b8-4174-ae04-3706fe324e64%22%7d), or email the clerk to receive the link.

### All members of the Committee are summoned to attend.

Signed : L. Chater Clerk North Mundham Parish Council Dated: 1st September 2021

## 117.21 Public question time

## 118.21 presentation from REPRESENTATIVE of sustrains on quiet lanes

## 119.21 vacancies on parish council

Co-option of two parish councillors

## 120.21 apologies and reason for absence

## 121.21 COUNTY COUNCILLORS REPORT

## **122.21 DISTRICT** COUNCILLORS REPORT

## 123.21 Code of Conduct, health & Safety & General Data Protection

1. Declaration of Interest on items on the agenda
2. Dispensation requests
3. Health & Safety
	1. Parish Council Assets - Noticeboard opposite Walnut Tree Public House
	2. Village Hall
4. General Data Protection

## 124.21 POLICY REVIEW AND NEW POLICIES

1. Policy Review
2. New Policies

## 125.21 neighbourhood plan

1. Briefing from Steering Group on progress made

## 126.21 Minutes

To review and agree the minutes of the Annual General Meeting held on [6th July 2021](https://northmundham.org/wp-content/uploads/2021/08/Full-Council-Minutes-6th-July-2021.docx).

## 127.21 matters ARISING from the minutes

## 128.21 finance

1. Bank balance as at date of the meeting – to receive a verbal report
2. [Payments](https://northmundham.org/wp-content/uploads/2021/09/Agenda-Item-128-212-Payment-Schedules.pdf) – ratification of payments made and payments for authorisation including any invoices received following publication of the agenda
3. [Financial Statements](https://northmundham.org/wp-content/uploads/2021/09/Agenda-Item-128-213-Financial-Statements.pdf) – June and July 2021
4. Budget monitoring year ended 31st March 2022
5. [Transparency Act](https://northmundham.org/wp-content/uploads/2021/09/Agenda-Item-128.215-Transparency-Act.pdf) – First Quarter
6. Annual Governance & Accountability External Auditor Report & Certificate
7. Notice of Closure of Audit year ended 31st March 2021
8. Banking Arrangements and Investment Strategy
9. New Homes Bonus 2021/22 – New play equipment including safety surfacing and seating
10. Grants over £1000 – Village Hall Garden Project Grant application
11. Parish Support Grant – additional security measures for village hall and playing field car park
12. New Homes Bonus outdoor gym equipment
	1. Transfer of Ownership of equipment to North Mundham Playing Field Trust
13. Internal Audit 2021/22
	1. Letter of Engagement with Mulberry & Co to be signed
	2. Interim Audit date set for 25th November 2021
14. Renewal of Office 365 and IT Support

## 129.21 highways issues

1. A27 Bypass – update
2. Speed limit and Noise on A27 potential formation of task group consisting of parishes South of the Downs.
3. [The case for quiet lanes on the Manhood Peninsula](https://northmundham.org/wp-content/uploads/2021/06/The-Case-for-Quiet-Lanes-on-the-Manhood-Peninsular.pdf) and Draft Walking and Cycling strategy for the Manhood Peninsula
4. [Draft West Sussex Transport Plan 2022-2036 (WSTP)](http://www.westsussex.gov.uk/WSTPconsultation) consultation 16th July to Friday 8th October
5. [Get Buses Back Better consultation](https://yourvoice.westsussex.gov.uk/busbackbetter) closes 14th September 2021
6. Marsh Lane to Runcton Farm Shop shared path
7. Speed limit on B2166 request for the Parish Council investigate the reduction of the speed limit form 60mph to 40mph
8. Parking issues in Fletcher Place

## 130.21 environment

1. Flooding – report from Cllr. Wall
	1. Operation Watershed Funding
	2. [Local Flood Risk Management Strategy Consultation 2021-2025](https://yourvoice.westsussex.gov.uk/local-flood-risk-management-strategy-consultation) closes 30th September 2021
2. BT Telephone Box
	1. Walnut Tree Pub Telephone Box
	2. Church Road Telephone Box “swap shop” for resident.
3. North Mundham Playing Field illegal incursions on the land and preventative solutions

## 131.21 Clerks report

1. Lease and Landownership of Village Hall
2. Queens Platinum Jubilee including lighting of beacon

## 132.21 items for reporting or inclusion on future agenda

## 133.21 external meetings

## 134.21 External correspondence