

CLYMPING PARISH COUNCIL

NOTICE OF MEETING

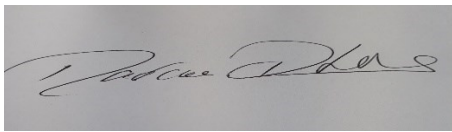
Notice is hereby given that the **ANNUAL STATUTORY COUNCIL MEETING** of **CLYMPING PARISH COUNCIL** will be held at **Clymping Church Hall** on **Tuesday 17th May 2022** commencing at 7.30 pm.

All members of the Council are hereby summoned to attend this meeting for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Members of the Public are welcome to join the meeting and will be given an opportunity to make representation to the Council.

Please follow the latest government advice on social distancing and observe precautions to prevent the spread of the coronavirus.

9th May 2022



Mrs Nadine Phibbs
Clerk to Council
25 Fittleworth Garden, Rustington, BN16 3EW
e-mail clympingpc@gmail.com website <http://www.clymping.org.uk/>

AGENDA

1. **Welcome**
2. **Election of Chairman** - To elect a Chairman of the Council. The Chairman to sign the Declaration of Acceptance of Office.
3. **Election of Vice Chairman**
To elect a Vice-Chairman of the Council. The Vice Chairman to sign the Declaration of Acceptance of Office.
4. **Apologies for Absence** – To receive apologies for absence.
5. **Declarations of Interests** - To receive any declarations under the Council's Code of Conduct and consider any dispensation requests. Members are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.
6. **Appointment of Working Group Members and Representatives to Other Bodies** – Proposed representatives:
 - a) **Transport Working Group** - Cllr Humphris, H Burrell, A Lovell and H Neathercoat.
 - b) **Resilience and Emergency Plan Working Group** - All Members
 - c) **Environmental Working Group** - Cllrs Gillott, Humphris, L Findlay and W Robinson.
 - d) **Planning Working Group of the Parish Council** – All Members
 - e) **Winter Management Plan Co-Ordinators** - Co-ordinator: Chairman, Vice-Chairman
 - f) **Joint Western Arun Area Committee (JWAAC)** - Chairman
 - g) **JWAAC Highways and Transport Sub Group (if still operating)** - Chairman
 - h) **Village Hall Representative** - Cllr Gillott
 - i) **Ford CTP/ Incinerator Liaison Group** – Chairman
 - j) **Police Liaison** – Cllr Burrell
 - k) **Joint Resilience Group (Clymping, Ford, Yapton and Walberton)** - Cllrs Humphris and Findlay
 - l) **Hobbs Allotments** – Cllr Findlay
 - m) **Flood Liaison** - Cllr Findlay

	<p>n) West Sussex Association of Local Councils – Chairman and Vice-Chairman</p> <p>o) Arun District Association of Local Councils – Chairman and Vice-Chairman</p> <p>p) Ford, Yapton and Clymping Advisory Group (Planning) – Chairman</p> <p>q) Arun Joint Action Group (JAG) - tbc</p>
7.	Matters of Urgency - Not on the Agenda (<i>to be considered at the discretion of the Chairman</i>)
8.	<p>Public Opportunity - An opportunity for the Public to make representations, ask or answer questions and give evidence to the Council on matters relating to Council business on this agenda. (Standing Order 3e)</p> <p>The period of time designated for public participation at a meeting in accordance with standing order 3(e) above shall not exceed ten minutes unless directed by the chairman of the meeting. (Standing Order 3f)</p> <p>Subject to standing order 3(f) above, a member of the public shall not speak for more than three minutes. (Standing Order 3g)</p> <p>In accordance with standing order 3(e) above, a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. (Standing Order 3h)</p> <p>This is the only time that the public has the opportunity to speak during the meeting. Members of the public are respectfully asked not to talk during the rest of the meeting unless invited to do so by the Chairman of the Council.</p>
9.	Minutes - To approve Minutes of the Full Council Meeting held on the 22 nd March 2022 (<i>available on the Council's website</i>).
10.	Matters Arising from the Minutes (<i>not covered elsewhere on Agenda</i>)
11.	Vacancies for Councillors – There are 2 vacancies that may be filled by Co-option if candidates come forward.
12.	Comments from County and District Councillors
13.	Police Report – Councillor Henry Burrell
14.	<p>Planning</p> <p>a. Applications - To consider comment on current applications including: There are no applications to consider.</p> <p>b. To note comments submitted between meetings – CM/13/22/DOC Observations to be received by 14th April Approval of details reserved by condition imposed under ref W/4000227 (CM/18/19/PL) relating to Condition Nos 7 - surface water drainage and 8 - discharge flows to watercourses. Land at the Entrance to Waterford Gardens Horsemere Green Lane Climping – No Objection</p> <p>CM/14/22/PL Observations to be received by 30th April 2022 Use of land for Class B8 (Storage) for caravan storage (resubmission of CM/64/21/PL). This application may affect the setting of a listed building and is in CIL Zone 3 (Zero Rated) as other development. Land adjacent to Church Farm Barn Horsemere Green Lane Climping – Objection</p> <p>CM/16/22/DOC Observations to be received by 30th April 2022 Approval of details reserved by condition imposed under CM/18/21/PL relating to condition 10- surface water drainage. Mistletoe Farm Horsemere Green Lane Climping – No Objection, submit comment to request permission is subject to the applicant providing or funding the provision of a permanent kerbed public pavement adjoining the east and west access to the site.</p> <p>CM/8/22/DOC Observations to be received by 30th April 2022 Approval of details reserved by condition imposed under ref CM/51/20/L relating to Condition No 1 - schedule of materials and finishes to be used for external walls and roofs. Kents Farm House Brookpit Lane Climping – No Objection, submit comment as long as approved materials are used</p> <p>c. Planning Working Group</p>

	<p>APP/C3810/W/22/3293935, Y/71/21/OUT Representations to be received by the 5th May 2022 Outline Application With Access For Up To 73 No. New Dwellings (But Retaining Oak Trees & Little Meadow Dwellings), 405 Sqm Of New Light Industrial Buildings As Part Of An Enlarged Employment Site & Public Open Space. The Existing Junction Of Grevatts Lane West & Bilsham Road Will Be Closed & Grevatts Lane West Diverted To A New Access Point To The South. This Application May Affect The Setting Of Grade II Listed Buildings & Is A Departure From The Development Plan. Land At Little Meadow And East Of Bilsham Road Yapton BN18 0JY – outcome</p> <p>APP/L3815/W/21/3283380, CM/17/21/PL Representations to be received by the 12th May 2022 2 No. 2-Bed & 2 No. 3-Bed Detached Dwellings & Associated Works (Resubmission Following Cm/53/20/PI). This Site Is In Cil Zone 3 & Is Cil Liable As New Dwellings. Land at Wren Cottage Horsemere Green Lane Clymping BN17 5QZ Appeal withdrawn 3rd May</p> <ol style="list-style-type: none"> Foreman Homes – Report from the meeting & exhibition Bognor Regis Golf Club proposed move to Clymping – Update Ford, Yapton and Clymping Advisory Group – Report of the meeting held 5th April 2022 												
15.	<p>Transport Next Meeting 18th May</p> <ol style="list-style-type: none"> HGL Consultation – Follow up to the CPC HGL Consultation & moving forward. Speed Watch Group – Update 												
16.	<p>Environment</p> <ol style="list-style-type: none"> Drainage issues along Horsemere Green Lane - Councillor Colin Humphris to report on recent works. 												
17.	<p>Parish Council Representative for Clymping Village Hall Committee – Councillor Christine Gillott to provide an update.</p>												
18.	<p>Finance</p> <ol style="list-style-type: none"> Payments – To note that the balance at the bank at 31st March 2022 was £44380.28. To approve the following payments (known to date): <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">WSCC</td> <td style="width: 40%;">Wages March</td> <td style="width: 30%; text-align: right;">£460.15</td> </tr> <tr> <td>WSCC payroll admin</td> <td>Payroll Admin</td> <td style="text-align: right;">£55.69 (inc £9.28 VAT)</td> </tr> <tr> <td>WSALC</td> <td>Annual Subscription</td> <td style="text-align: right;">£307.49</td> </tr> <tr> <td>WSCC</td> <td>Wages April</td> <td style="text-align: right;">£393.90</td> </tr> </table> CIL payment received – Council to note CIL payment made 27th April 2022 of £2492.52. End of year Accounts - To approve the accounts for the year ending 31st March 2022 <ol style="list-style-type: none"> To note the report of the Internal Auditor for 2021-22 (<i>attached for Councillors</i>) To approve: <ul style="list-style-type: none"> - The Accounts Summary of receipts & payments for 2021-22 (<i>attached for Councillors</i>) - The Certificate of Exemption to be submitted to the External Auditor, in line with the Local Audit (Smaller Authorities) Regulations 2015. <ul style="list-style-type: none"> - The Annual Governance and Accountability Return (Part 2) to be considered in the order of: <ol style="list-style-type: none"> Annual Internal Audit Report To agree Section 1 – <i>Annual governance statement 2021/22</i> – of the Annual Return for the year-ending 31st March 2022 signed by the Chairman and the Clerk/Responsible Financial Officer. To agree Section 2 – <i>Accounting statements 2021/22</i> – of the Annual Return for the year-ending 31st March 2022 signed by the Chairman and the Clerk/Responsible Financial Officer. 	WSCC	Wages March	£460.15	WSCC payroll admin	Payroll Admin	£55.69 (inc £9.28 VAT)	WSALC	Annual Subscription	£307.49	WSCC	Wages April	£393.90
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19.	<p>Next Scheduled Meeting of Council – Tuesday 26th July 2022 commencing at 7.30 pm at the Church Hall. Details can be found on our new Parish Council website for the Agenda which is published 3 days prior to the Meeting http://www.clymping.org.uk/.</p>												
20.	<p>Close of meeting: Time of closure</p>												