

CLYMPING PARISH COUNCIL

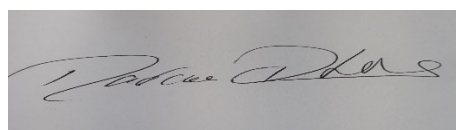
NOTICE OF MEETING

Notice is hereby given that the **ANNUAL STATUTORY COUNCIL MEETING** of **CLYMPING PARISH COUNCIL** will be held at **Clymping Church Hall** on **Tuesday 16th May 2023** 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.

10th 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

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| 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. | To receive Declarations of Acceptance of Office for the Elected Councillors |
| 5. | Parish and District Elections 2023 Results – Council to note the Elections results |
| 6. | Apologies for Absence – To receive apologies for absence. |
| 7. | 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. |
| 8. | To adopt the CPC Standing Orders approved 2020 – Council to adopt the approved 2020 Standing Orders. |
| 9. | To adopt the CPC Financial Regulations approved by Council 14th March 2023 – Council to adopt the approved Financial Regulations approved by Council 14 th March 2023. |
| 10. | General Power of Competence (GPC) – Resolution to enact GPC (<i>paper attached</i>) |
| 11. | Appointment of Working Group Members and Representatives to Other Bodies – Proposed representatives:
a) Transport Working Group - Cllr Humphris, H Burrell, T Hibbert, J Pendleton and A Lovell.
b) Resilience and Emergency Plan Working Group - All Members
c) Environmental Working Group - Cllrs Gillott, Humphris, A Miller, J Shears 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 |

	<p>i) Ford CTP/ Incinerator Liaison Group – Chairman</p> <p>j) Police Liaison – Cllr Burrell</p> <p>k) Joint Resilience Group (Clymping, Ford, Yapton and Walberton) - Chairman</p> <p>l) Hobbs Allotments – Chairman</p> <p>m) Flood Liaison – All Members</p> <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) – Chairman and Vice Chairman</p>
12.	Matters of Urgency - Not on the Agenda (<i>to be considered at the discretion of the Chairman</i>)
13.	<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>
14.	Minutes - To approve Minutes of the Full Council Meeting held on the 14 th March 2023 (<i>available on the Council's website</i>).
15.	Matters Arising from the Minutes (<i>not covered elsewhere on Agenda</i>)
16.	Comments from County and District Councillors
17.	Police Report – Councillor Henry Burrell
18.	<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/14/23/HH Observations to be received by 15th April 2023 Two storey front and side extensions. The Barn Grevatts Lane Climping – No Objection. The Parish Council raise the concern about the size and nature of the proposed extensions and relationship with the adjoining cottage and that requests that the extended building fits within the building ‘lines’ including height. It is also felt that extensive use of black timber cladding would appear to be intrusive. CM/17/23/DOC Observations to be received by 22nd April 2023 Approval of details reserved by condition imposed under ref APP/C3810/W/20/3245756 (CM/25/19/PL) relating to condition 4 - materials and finishes. Kents Yard Brookpit Lane Climping – No Objection CM/18/23/DOC Observations to be received by 5th May 2023 Approval of details reserved by condition imposed under ref CM/14/22/PL relating to conditions 8 - landscaping & 10 - surfacing materials. Church Farm Barn Horsemere Green Lane Climping – No Objection CM/16/23/PL Observations to be received by 13th May 2023 New grain dryer. This application is in CIL Zone 3 (zero rated) as other development and is a dual parish application with Ford Parish Council.</p>

	<p>Northwood Farm Burndell Road Climping - Objection CM/19/23/PL Observations to be received by 13th May 2023 Variation of condition following grant of CM/25/19/PL relating to Condition 2 - approved plans. Kents Yard Brookpit Lane Climping - Objection c. Planning Working Group 1. Ford, Yapton and Clymping Advisory Group – Report of the meeting held</p>																											
19.	<p>Transport No meeting held Recommendations from the Transport Work Group for approval: 1. Consultant Proposal HGL – Council to note the WSP design work presentation for Horsemere Green Lane at the Annual Meeting of the Parish 16th May. 2. A259 MRN Corridor Scheme – Council to note CPC response submitted 23rd April</p>																											
20.	<p>Environment No meeting held 1. WSCC Operation Watershed Application – to consider completing the application in relation to bulk silt removal at the pond.</p>																											
21.	<p>Parish Council Representative for Clymping Village Hall Committee – Councillor Christine Gillott to provide an update. 1. Clymping Play Area – to agree meeting date and proposal for the playground facility. 2. Village Defibrillator – to approve the purchase of the AED package on a 50/50 basis with the Village Hall Committee (<i>paper attached for Councillors</i>)</p>																											
22.	<p>Finance 1. Payments – To note that the balance at the bank at 31st March 2023 was £63093.28. To approve the following payments (known to date):</p> <table border="0"> <tr> <td>WSCC</td> <td>Wages March</td> <td>£424.31</td> </tr> <tr> <td>WSCC</td> <td>Wages April</td> <td>£424.31</td> </tr> <tr> <td>WSALC</td> <td>Annual Subscription</td> <td>£320.59</td> </tr> <tr> <td>Parish Magazine</td> <td>Clymping News printing</td> <td>£443.20</td> </tr> <tr> <td>W Robinson</td> <td>Wildflower planting</td> <td>£114.60</td> </tr> <tr> <td>WSCC</td> <td>Wages Administration Oct – Mar</td> <td>£40.80</td> </tr> <tr> <td>A J Gallagher</td> <td>Council Annual Insurance</td> <td>£800.50</td> </tr> <tr> <td>Primavera Land Care</td> <td>Village Pond Maintenance works</td> <td>£468.00</td> </tr> <tr> <td>R Cooper</td> <td>Internal Audit</td> <td>£70.00</td> </tr> </table> <p>2. End of year Accounts - To approve the accounts for the year ending 31st March 2023 i) To note the report of the Internal Auditor for 2022-23 (<i>attached for Councillors</i>) ii) To note Annual Income & Expenditure Bank Reconciliation for 2022-23 (<i>attached for Councillors</i>) iii) Annual Return - a) To agree Section 1 – <i>Annual governance statement 2022/23</i> – of the Annual Return for the year-ending 31st March 2023 can be signed by the Chairman and the Clerk/Responsible Financial Officer b) To agree Section 2 – <i>Accounting statements 2022/23</i> – of the Annual Return for the year-ending 31st March 2023 can be signed by the Chairman and the Clerk/Responsible Financial Officer</p>	WSCC	Wages March	£424.31	WSCC	Wages April	£424.31	WSALC	Annual Subscription	£320.59	Parish Magazine	Clymping News printing	£443.20	W Robinson	Wildflower planting	£114.60	WSCC	Wages Administration Oct – Mar	£40.80	A J Gallagher	Council Annual Insurance	£800.50	Primavera Land Care	Village Pond Maintenance works	£468.00	R Cooper	Internal Audit	£70.00
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23.	<p>Next Scheduled Meeting of Council – Tuesday 11th July 2023 commencing at 7.30 pm at the Church Hall. Details can be found on the Parish Council website for the Agenda which is published a minimum of 3 days prior to the Meeting http://www.clymping.org.uk/.</p>																											
24.	<p>Close of meeting: Time of closure</p>																											