

Wednesday, 9th December 2015, commencing at 7:30 p.m. at Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

- 1 **Apologies and reasons for absence**
- 2 **Declarations of interest by councillors on any of the agenda items below**
- 3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.
- 4 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 5 **Minutes:** To agree the unconfirmed minutes of 11th November 2015. Any matters arising
- 6 **Report of District or County Councillors:** To receive reports
- 7 **Budget and precept for 2016/17:** Members are to receive the Clerk's report following the recommendation resolution made on the Council's budget and precept for 2016/17 at Finance and General Purposes committee. Members to bring the papers previously sent.
- 8 **Policing matters:**
 - 1.To consider policing matters and to receive any report from police officers.
 2. How much would you pay for policing in Sussex? Report by Clerk on the consultation from the Sussex Police & Crime Commissioner.
- 9 **Change of member on Centre, Finance and General Purposes and Communications committees:** The Clerk has received notification from Cllr Gina Scotting that she wishes to be removed from membership of these committees due to personal reasons. She intends to continue with her councillor position and attend Full Council meetings. The Clerk requires another member to take up her membership of the above committees.
- 10 **Additional grass cutting:** To receive the Clerk's report on West Sussex County Council's response on the Parish Council paying for extra cuts. Members are to consider the report and instruct the Clerk accordingly.
- 11 **External Audit Report:** Members to receive the external auditor's report.
- 12 **External Auditor:** Members are to receive the Clerk's report on the need to choose an external auditor now the Audit Commission is disbanded.
- 13 **Planning Committee:** To receive the unconfirmed minutes of 11th November 2015 and approve. Any matters arising. Note the meeting of 25th November 2015 was cancelled.

- 14 **Amenities and Environment Committee:** To receive later the unconfirmed minutes of 2nd December 2015 and approve. Any matters arising.
- 15 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 25th November 2015 and approve. Any matters arising
- 16 **Centre Committee:** To receive the unconfirmed minutes of 25th November 2015 and approve. Any matters arising. These will be issued at the meeting
- 17 **Events Working Group:** To receive the unconfirmed minutes and consider and approve any recommendations made affecting the Parish Council. These will be issued at the meeting.
- 18 **Communications Committee:** To receive the unconfirmed minutes of 11th November 2015 and approve. Any matters arising.
- 19 **Neighbourhood Plan update:** The Chairman of the Steering Group is to update members. Full Council is to resolve agreement on any presented documents arising from the steering group.
- 20 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary. 1. IT suite
- 21 **Report of representatives to other bodies:** To receive reports
- Cllr Wood on Local Strategic Partnership
- Cllr Cllr Bamber on Adur County Local Committee
- Cllr Thornton on Adur District Conservation Area Group
- Cllr Bamber on West Sussex Association of Local Council (refer to minutes)
- Cllrs Smith, Wood on Sompting Big Local
- Cllr Servante on PCSO meeting
- 22 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.
- Change of committees. Review to be undertaken by Clerk, Chair and Vice Chair of the Council. January 2015 Full Council Jan/Feb 16
- Review of caretaker employment and of whole service F&GP Jan 16

David Porter, Clerk to the Council

Dated: 02/12/2015

Dear Sir/Madam,

PARISH COUNCIL MEETING

Wednesday, 11th November 2015, commencing at 7:30 p.m. at Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

- 1 **Apologies and reasons for absence**
- 2 **Declarations of interest by councillors on any of the agenda items below**
- 3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.
- 4 **Policing matters:** To consider policing matters and to receive any report from police officers.
- 5 **Report of District or County Councillors:** To receive reports
- 6 **Minutes:** To agree the unconfirmed minutes of 14th October 2015. Any matters arising
- 7 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 8 **Planning Committee:** To receive the unconfirmed minutes of 14th and 28th October 2015 and approve. Any matters arising.
- 9 **Amenities and Environment Committee:** To receive the unconfirmed minutes of 4th November 2015 and approve. Any matters arising.
- 10 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 28th October 2015 and approve. Any matters arising
- 11 **Centre Committee:** To receive the unconfirmed minutes of 28th October 2015 and approve. Any matters arising. These will be issued at the meeting
- 12 **Events Working Group:** To receive the unconfirmed minutes and consider and approve any recommendations made affecting the Parish Council. These will be issued at the meeting
- 13 **Communications Committee:** The Chair is to inform members of significant issues arising from the meeting held before Full Council. Unconfirmed minutes will be presented at next Full Council.
- 14 **7A Bus Service:** The Clerk confirms that the payment of £ 500.00 from Sompting Big Local has been received.
- 15 **Neighbourhood Plan update:** The Chairman of the Steering Group is to update members.

- 16 **Budget for 2016/17 and 2017/18:** Members are to resolve that the budgets agreed and shown on the budget sheet are complete. THIS IS THE LAST TIME TO CONSIDER THESE BUDGETS. THE FIGURES WILL BE PRESENTED TO FINANCE AND GENERAL PURPOSES COMMITTEE IN NOVEMBER and form the discussion on the Council's budget and hence precept.
- 17 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.
- 18 **Report of representatives to other bodies:** To receive reports
- Cllr Wood on Local Strategic Partnership
- Cllr Cllr Bamber on Adur County Local Committee
- Cllr Thornton on Adur District Conservation Area Group
- Cllr Bamber on West Sussex Association of Local Council
- Cllrs Smith, Vincent and Jones on Sompting Big Local
- Cllr Servante on PCSO meeting
- 19 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

David Porter, Clerk to the Council

Dated: 04/11/2015

PARISH COUNCIL MEETING

Dear Sir/Madam,

PARISH COUNCIL MEETING

Wednesday, 14th October 2015, commencing at 7:30 p.m.

at Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

- 1 **Apologies and reasons for absence**
- 2 **Declarations of interest by councillors on any of the agenda items below**
- 3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.
- 4 **Policing matters:** To consider policing matters and to receive any report from police officers.
- 5 **Report of District or County Councillors:** To receive reports
- 6 **Minutes:** To agree the unconfirmed minutes of 9th September 2015. Any matters arising
- 7 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 8 **Planning Committee:** To receive the unconfirmed minutes of 30th September and 14th October 2015 and approve. The meeting of 16th September was cancelled. Any matters arising.
- 9 **Amenities and Environment Committee:** To receive the unconfirmed minutes of 7th October 2015 and approve. Any matters arising.
- 10 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 23rd September 2015 and approve. Any matters arising
- 11 **Centre Committee:** To receive the unconfirmed minutes of 16th September 2015 and approve. Any matters arising.
- 12 **Events Working Group:** To receive the unconfirmed minutes of 2nd September 2015 and consider and approve any recommendations made affecting the Parish Council.
- 13 **Current year expenditure and proposed 2016_17 and 2017_18 budgets:** Members are to receive and consider current spend and proposed budget figures for the next two years.
- 14 **Budget recommendations from Centre and Finance and General Purposes committees and alteration of current Terms of Reference for the Communications Committee:** Following the first consideration of future budgets, the committees made recommendations for transference of budget. Members are to receive Clerk's report and resolve accordingly.
- 15 **IT Suite:** Members to receive an update report from Clerk.
- 16 **Avon Close parking:** Either Cllr Smith or Jones to inform members of the meeting they attended regarding the parking problem at Avon Close.

- 17 **South Downs National Park Draft Local Plan: preferred options:** Cllr Smith to inform members of any matters obtained at the “drop-in” session he and the Clerk attended at Arundel Town Hall.
- 18 **Doug Sherriff and Best Gardens Awards:** Members are to choose the winners for these awards.
- 19 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.
- 20 **Report of representatives to other bodies:** To receive reports
- Cllr Wood on Local Strategic Partnership
- Cllr Cllr Bamber on Adur County Local Committee
- Cllr Thornton on Adur District Conservation Area Group
- Cllr Bamber on West Sussex Association of Local Council
- Cllrs Smith, Vincent and Jones on Sompting Big Local
- Cllr Servante on PCSO meeting
- 21 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

David Porter, Clerk to the Council
07/10/2015

Dated:

Wednesday, 9th September 2015, commencing at

7:30 p.m. at Harriet Johnson Centre, Loose Lane, Sompting.

All present are to stand for one minute to show their respects for

those affected by the events at Shoreham Air Show on 22nd August 2015.

AGENDA

- 1 **Apologies and reasons for absence**
- 2 **Declarations of interest by councillors on any of the agenda items below**

- 3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.
- 4 **Policing matters:** To consider policing matters and to receive any report from police officers.
- 5 **Minutes:** To agree the unconfirmed minutes of 8th July 2015. Any matters arising
- 6 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 7 **Planning Committee:** To receive the unconfirmed minutes of 22nd July, 5th August, 19th August and 2nd September 2015 and approve. Any matters arising.
- 8 **Amenities and Environment Committee:** To receive the unconfirmed minutes of 2nd September 2015 and approve. Any matters arising. (please refer to item re Caretaker budget and committee position on this agenda)
- 9 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 22nd July 2015 and approve. Any matters arising
- 10 **Centre Committee:** To receive the unconfirmed minutes of 22nd July 2015 and approve. Any matters arising. These will be issued at the meeting
- 11 **Events Working Group:** To receive the unconfirmed minutes of 2nd September 2015 and consider and approve any recommendations made affecting the Parish Council. These will be issued later or at the meeting
- 12 **Caretaker budget and committee position:** The Amenities and Environment committee considered the Clerk's report on budgets (see minutes). During the consideration of the report, the committee discussed the committee's terms of reference, the budget bids for 2016/17 which will be affected by Caretaker post. The committee also discussed to which committee the post should be allocated. Following the discussion, it was recommended that the post should be allocated to Amenities and Environment committee and that Full Council should consider this recommendation and thus the budget management.
- Council is therefore required to consider the recommendation and resolve accordingly.**
- 13 **Internal Audit Report:** The Council has received the Internal Audit Report for the year ending 31st March 2015. This has been sent separately to members. Members are to receive the Clerk's report on the recommendations made in the report.
- 14 **Amendments to existing Council Financial Regulations and other recommendations on existing clauses to be resolved:** Council is to receive the Clerk's report and resolve on the recommendations.
- 15 **7A Bus Service:** The Clerk confirms that the extension of the Agreement with Stagecoach for the service provision has been signed. The Parish Council awaits the

payment of £ 500.00 from Sompting Big Local.

16 **Neighbourhood Plan update:** The Chairman of the Steering Group is to update members.

17 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.

18 **Report of District or County Councillors:** To receive reports

19 **Report of representatives to other bodies:** To receive reports

Cllr Wood on Local Strategic Partnership

Cllr Cllr Bamber on Adur County Local Committee

Cllr Thornton on Adur District Conservation Area Group

Cllr Bamber on West Sussex Association of Local Council

Cllrs Smith, Vincent and Jones on Sompting Big Local

Cllr Servante on PCSO meeting

20 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

David Porter, Clerk to the Council

Dated: 03/09/2015

Wednesday, 8th July 2015, commencing at 7:30 p.m. at

Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

1 **Apologies and reasons for absence**

2 **Declarations of interest by councillors on any of the agenda items below**

3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.

4 **Policing matters:** To consider policing matters and to receive any report from police officers.

5 **Minutes:** To agree the unconfirmed minutes of 10th June 2015. Any matters arising

- 6 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 7 **Planning Committee:** To receive the unconfirmed minutes of 10th June and 24th June 2015 and approve. Any matters arising.
- 8 **Amenities and Environment Committee:** To receive the unconfirmed minutes of 1st July 2015 and approve. Any matters arising.
- 9 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 24th June 2015 and approve. Any matters arising
- 10 **Centre Committee:** To receive the unconfirmed minutes of 24th June 2015 and approve. Any matters arising. These will be issued at the meeting
- 11 **Events Committee:** No meeting held

- 12 **7A Bus Service:** The supported bus service 7a has now been running for 3 months and under the Agreement the Council has with Stagecoach for the provision of the service, the Council is required to notify Stagecoach whether an extension to the existing service is required.

Cllr Vincent will be informing Council on the use of the service to date and on possible partnership funding. Presently the cost of the service is funded through the council (£ 2,000) and Big Local (£ 500) for six months.

The Council is required to resolve on the extension and the funding of at this meeting as Stagecoach requires to be informed of the extension by 24th July 2015 to allow statutory advertising under the Transport Act before the end of the existing Agreement.

- 13 **Neighbourhood Plan update:** The Chairman of the Steering Group is to update members about the “Open Day” sessions.
- 14 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.
- 15 **Report of District or County Councillors:** To receive reports
- 16 **Report of representatives to other bodies:** To receive reports

Cllr Wood on Local Strategic Partnership

Cllr Cllr Bamber on Adur County Local Committee

Cllr Thornton on Adur District Conservation Area Group

Cllr Bamber on West Sussex Association of Local Council

Cllrs Smith, Vincent and Jones on Sompting Big Local

Cllr Servante on PCSO meeting

- 17 **Festival 2015 review:** Council is to review the recent Festival to find the way forward for next year. Council is to agree the date and length of event for next year.
- 18 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

David Porter, Clerk to the Council

Dated: 01/07/2015

SH COUNCIL MEETING

Wednesday, 10th June 2015, commencing at 7:30 p.m. at Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

The Council has invited Mr Edwards and Mr Boyd both from Adur District Council to discuss with members the style of outdoor exercise equipment is to be located at Sompting Recreation Ground. The District Council will be tendering the contract so there is a need to agree with the equipment tonight.

- 1 **Apologies and reasons for absence**
- 2 **Declarations of interest by councillors on any of the agenda items below**
- 3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.
- 4 **Policing matters:** To consider policing matters and to receive any report from police officers.
- 5 **Minutes:** To agree the unconfirmed minutes of the Annual Assembly meeting and the Annual General Meeting both of 13th May 2015. Any matters arising
- 6 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council

resolves to exclude the public for those items clearly stating the reason for the exclusion.

- 7 **Planning Committee:** To receive the unconfirmed minutes of 27th May and 10th June 2015 and approve. Meeting of 13th May cancelled. Any matters arising.
- 8 **Amenities and Environment Committee:** The meeting of 3rd June was cancelled
- 9 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 27th May 2015 and approve. Any matters arising
- 10 **Centre Committee:** To receive the unconfirmed minutes of 27th May 2015 and approve. Any matters arising
- 11 **Events Committee:** To receive the unconfirmed minutes of 27th May 2015 and approve. Any matters arising
- 12 **Communications Committee:** To receive the unconfirmed minutes of 3rd June 2015 and approve. Any matters arising
- 13 **Terms of reference for Communications Committee:** To receive the Communications Committee's recommended Terms of Reference and approve.
- 14 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.
- 15 **Report of District or County Councillors:** To receive reports
- 16 **Report of representatives to other bodies:** To receive reports

Adur County Local Committee: Cllr Bamber

Sussex Association of Local Councils: Cllr Bamber

Local Strategic Partnership: Cllr Wood

Adur District Conservation Area Consultative Group: Cllr Thornton

Sompting Big Local: Cllrs Vincent, Jones, Smith

Neighbourhood Plan Steering Group: As existing Chair – Cllr Wood with Cllrs Jones, Bashford, Servante

Neighbourhood Plan Deliverance Group: Cllrs Smith, Mear, Jones

PCSO meetings: Cllr Servante
- 17 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

David Porter, Clerk to the Council

Dated: 03/06/2015

ANNUAL GENERAL MEETING

Sompting Parish Council to be held on Wednesday, 13th May 2015,

commencing at 7:30 p.m. at Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

- 1 Election of Chairman**
- 2 Declaration of Acceptance of Office by Chairman**
- 3 Election of Vice-Chairman**
- 4 Co-Option of councillor:** The Clerk has received two applications of interest for the vacant councillor position. The applicants are Mr Alun Jones and Mr Lionel Parsons. The Council is to interview each person and resolve on the co-option.
- 5 Co-Opted councilor to make his declaration**
- 6 To resolve on committees, dates and times for the ensuing year and the terms of reference.** See Clerk's report
- 7 Election of Committee members to serve on the committees**
- 8 Election of representatives for each of the following bodies for the ensuing year :**
 - Adur County Local Committee**
 - Sussex Association of Local Councils**
 - Local Strategic Partnership**
 - Adur District Conservation Area Consultative Group**
 - Sompting Big Local**
 - Neighbourhood Plan Steering Group**
 - Neighbourhood Plan Deliverance Group**
 - PCSO meetings**
- 9 Minutes.** To confirm the Minutes of the 8th April 2015 meeting and the extra ordinary meeting of 27th April 2015.
- 10 Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and

only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.

- 11 **Planning Committee:** To receive the unconfirmed minutes of 15th and 29th April 2015 and approve. Any matters arising.
- 12 **Amenities and Environment Committee:** To receive the unconfirmed minutes of 6th May 2015 and approve. Any matters arising.
- 13 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 22nd April 2015 and approve. Any matters arising
- 14 **Centre Committee:** To receive the unconfirmed minutes of 15th April 2015 and approve. Any matters arising
- 15 **Events Committee:** To receive the unconfirmed minutes of 15th and 29th April 2015 and approve. Any matters arising
- 16 **Editorial Board:** To receive any material considered by the Board
- 17 **Grant application:** The Council has received an application for grant from 1st Sompting Scout Group for the sum of £ 1,000.00. This grant is to lessen the expenses being incurred by the applicant at the Sompting Festival 2015. Members are to consider the application and resolve from which budget the grant is funded.
- 18 **Complaint against Cllr Servante:** Full Council was informed of the Code of Conduct complaint made against Cllr Servante in his use of the Sompting Resident Facebook. The Clerk has been informed by the Monitoring Officer (ADC) that her conclusion is that there has been no breach of the Councillors' Code of Conduct.
- 19 **Sompting Parish Neighbourhood Plan:** The Clerk is to update members.
- 20 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.
- 21 **Report of District or County Councillors:** To receive reports
- 22 **Report of representatives to other bodies:** To receive reports

Cllr Servante on Local Strategic Partnership

Cllr Smith or Cllr Wood on Adur County Local Committee

Cllr Thornton on Adur District Conservation Area Group

Cllr Bamber on West Sussex Association of Local Councils

Cllr Smith or Cllr Vincent on Big Local

Cllr Servante on PCSO meeting
- 23 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

D Porter, Clerk to the Parish Council

Dated 6th May 2015

Dear Sir/Madam,

ANNUAL ASSEMBLY OF THE PARISH OF SOMPTING

Annual Assembly of the Parish of Sompting to be held at Harriet Johnson Centre, Loose Lane, Sompting,

on **Wednesday 13th May 2015 at 7.00 pm.**

The Annual General Meeting of the Parish Council will follow after the Annual Assembly.

AGENDA

1. **Apologies** - To receive any apologies

2. **Report of the Chairman of the Parish Council.**

3. **Other Matters** - An opportunity to discuss other matters of interest

EXTRAORDINARY PARISH COUNCIL MEETING

You are summoned to attend the above meeting of Sompting Parish Council to be held on

Monday, 27th April 2015, commencing at 7:00 p.m.

at Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

- 1 **Apologies and reasons for absence**
- 2 **Declarations of interest by councillors on any of the agenda items below**
- 3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.
- 4 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 5 **Pre Submission document for Neighbourhood Plan:** Under the Neighbourhood Planning Regulations 2012, the Full Council of a Parish Council must meet to approve the pre submission document so that the six week consultation period can commence. The document will be checked by the steering group and that group will recommend to Full Council its approval. The group will meet on 23rd April so members will receive the document via email before this extraordinary meeting and receive a hard copy on the night.

Required by the Chairman of the Parish Council

David Porter, Clerk to the Council

Dated: 21st April 2015

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PARISH COUNCIL MEETING

Wednesday, 8th April 2015, commencing at 7:30 p.m. at

Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

- 1 **Apologies and reasons for absence**

- 2 **Declarations of interest by councillors on any of the agenda items below**
- 3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.
- 4 **Policing matters:** To consider policing matters and to receive any report from police officers.
- 5 **Minutes:** To agree the unconfirmed minutes of 11th March 2015. Any matters arising
- 6 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 7 **Planning Committee:** To receive the unconfirmed minutes of 18th March and 1st April 2015 and approve. Any matters arising.
- 8 **Amenities and Environment Committee:** To receive the unconfirmed minutes of 1st April 2015 and approve. Any matters arising.
- 9 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 25th March 2015 and approve. Any matters arising
- 10 **Centre Committee:** To receive the unconfirmed minutes of 18th March 2015 and approve. Any matters arising
- 11 **Events Committee:** To receive the unconfirmed minutes of 18th March and 1st April 2015 and approve. Any matters arising
- 12 **End of Year Accounts:** Council is to receive the end of year accounts documents for approval.
- 13 **Editorial Board:** To receive any material considered by the Board
- 14 **7A Bus Service:** Cllr Vincent to update members.
- 15 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.
- 16 **Report of District or County Councillors:** To receive reports
- 17 **Report of representatives to other bodies:** To receive reports
- Cllr Servante on Local Strategic Partnership
- Cllr Smith or Cllr Wood on Adur County Local Committee

Cllr Thornton on Adur District Conservation Area Group

Cllr Bamber on West Sussex Association of Local Councils

Cllr Smith or Cllr Vincent on Big Local

Cllr Servante on PCSO meeting

- 18 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

David Porter, Clerk to the Council

Dated: 01/04/2015

Wednesday, 11th March 2015, commencing at 7:30 p.m. at Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

Before the meeting commences.

Mr James Stoner, Managing Director of JSPC in Bowness Avenue is wanting to be involved with the Parish Council and the IT Inclusion project. He has spoken with the Clerk and tonight will present his ideas for discussion. This is an important presentation as through his involvement, the project can be launched.

- 1 **Apologies and reasons for absence**
- 2 **Declarations of interest by councillors on any of the agenda items below**
- 3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.
- 4 **Policing matters:** To consider policing matters and to receive any report from police officers.
- 5 **Minutes:** To agree the unconfirmed minutes of 11th February. Any matters arising
- 6 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However,

the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.

- 7 **Planning Committee:** To receive the unconfirmed minutes of 18th February and 4th March 2015. Any matters arising.
- 8 **Amenities and Environment Committee:** To receive the unconfirmed minutes of 4th March 2015. Any matters arising.
- 9 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 25th February 2015. Any matters arising.
- 10 **Centre Committee:** To receive the unconfirmed minutes of 25th February 2015. Any matters arising.
- 11 **Events Committee:** To receive the unconfirmed minutes of 25th February 2015 and approve. Any matters arising.
- 12 **Vacation of office by failure to attend meetings:** The Chairman is to propose that under section 85(1) of the Local Government Act 1972, Cllr Mrs J Burns be excluded from failing to attend meetings for 6 months from the date of this meeting. The Chairman will expand on the reason for his proposal. If during that period Cllr Mrs J Burns retires then a casual vacancy will occur and normal practises of advertisement will commence unless this should occur 6 months prior to May 2016 when the vacancy need not be filled until the next ordinary election. **Council is required to resolve on this proposed exclusion.**
- 13 **Proposed Bus Service:** If further information is available, Cllr Vincent to update Council and members to agree any matters regarding the service.
- 14 **Editorial Board:** To receive any material for publication from the Board for approval to publish.
- 15 **I T Inclusion:** At the meeting with Adur District Council (4th March 2015) concerning this project, it was agreed that as the two parties could not resolve the issues raised by the Parish Council concerning the Legal Agreement, the Agreement could not be signed by the Parish Council. It was suggested by the Parish Council that the project may be workable if the Parish provided the computers with Adur DC assisting with volunteers as previously understood.

The Clerk is to update members on the project and **Council is to resolve on how this project can be achieved.**
- 16 **Formal complaint against Cllr Servante:** The Clerk will inform Council of the decision made by the Standards Board if this is known
- 17 **Sompting Neighbourhood Plan:** The Clerk and Chairman of the Steering Group (Cllr Wood) will inform Council of the current position. The Clerk will be making an application for further grant which will be available in April 2015 to financially assist in finishing the Plan.
- 18 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.

- 7 **Planning Committee:** To receive the unconfirmed minutes of 21st January 2015. Any matters arising.
- 8 **Amenities and Environment Committee:** To receive the unconfirmed minutes of 4th February 2015. Any matters arising
- 9 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 28th January 2015. Any matters arising
- 10 **Centre Committee:** To receive the unconfirmed minutes of 21st January 2015. Any matters arising
- 11 **Events Committee:** To receive the unconfirmed minutes of 4th February 2015 and approve. Any matters arising
- 13 **Proposed Bus Service:** Cllr Vincent to update Council and members to agree any matters regarding the service.
- 14 **Formal complaint against Cllr Servante:** The Clerk has been informed by the monitoring officer of Adur District Council that a formal complaint has been lodged. The officer will investigate and report her findings. This item is placed under the rules of the standing orders. Members are requested to note this item.
- 15 **Legality contested of emergency full council meeting's resolution:** Cllr Bashford has contested the resolution made, under the rules in the council's standing orders.
- 16 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.
- 17 **Report of District or County Councillors:** To receive reports
- 18 **Report of representatives to other bodies:** To receive reports
- Cllr Servante on Local Strategic Partnership
- Cllr Smith or Cllr Wood on Adur County Local Committee
- Cllr Thornton on Adur District Conservation Area Group
- Cllr Bamber on West Sussex Association of Local Councils
- Cllr Servante or Cllr Smith on Big Local
- Cllr Servante on PCSO meeting
- 19 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

David Porter, Clerk to the Council

Dated: 02/02/2015

Wednesday, 14th January 2015, commencing at 7:30 p.m. at Harriet Johnson Centre, Loose Lane, Sompting.

AGENDA

- 1 **Apologies and reasons for absence**
- 2 **Declarations of interest by councillors on any of the agenda items below**
- 3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.
- 4 **Policing matters:** To consider policing matters and to receive any report from police officers.
- 5 **Minutes:** To agree the unconfirmed minutes of 10th December 2014. Any matters arising
- 6 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 7 **Planning Committee:** To receive the unconfirmed minutes of 7th January 2015. Any matters arising.
- 8 **Amenities and Environment Committee:** The meeting of 7th January 2015. Any matters arising
- 9 **Finance and General Purposes Committee:** The committee of 24th December was cancelled. Payments agreed Full Council in December.
- 10 **Centre Committee:** This committee has not sat.
- 11 **Events Committee:** To receive the unconfirmed minutes of 7th January 2015 and approve. Any matters arising
- 12 **Editorial Board:** To receive any material for publication from the Board for approval to publish.
- 13 **Proposed Bus Service:** Cllr Vincent to update Council and members to agree any matters regarding the service.

14 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.

15 **Report of District or County Councillors:** To receive reports

16 **Report of representatives to other bodies:** To receive reports

Cllr Servante on Local Strategic Partnership

Cllr Smith or Cllr Wood on Adur County Local Committee

Cllr Thornton on Adur District Conservation Area Group

Cllr Bamber on West Sussex Association of Local Councils

Cllr Servante or Cllr Smith on Big Local

Cllr Servante on PCSO meeting

17 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

David Porter, Clerk to the Council

Dated: 07/01/2015

PARISH COUNCIL MEETING

**Wednesday, 10th December 2014, commencing at 7:30 p.m. at Harriet Johnson Centre,
Loose Lane, Sompting.**

AGENDA

1 **Apologies and reasons for absence**

2 **Declarations of interest by councillors on any of the agenda items below**

3 **Request for DPI Dispensations:** Any request for dispensation to be made now and Council to decide whether the request is agreed.

4 **Policing matters:** To consider policing matters and to receive any report from police officers.

5 **Minutes:** To agree the unconfirmed minutes of 12th November 2014. Any matters arising

- 6 **Public participation:** The public have a Right and are welcome to attend all council meetings and an opportunity is provided at the meeting to ask questions. However, the public may be excluded for the whole or part of a meeting if the agenda states what business is going to be considered during the exclusion and only if the council resolves to exclude the public for those items clearly stating the reason for the exclusion.
- 7 **Planning Committee:** To receive the unconfirmed minutes of 10th December 2014 and approve. The meeting of 26th November 2014 was cancelled. Any matters arising.
- 8 **Amenities and Environment Committee:** The meeting of 3rd December 2014 was cancelled.
- 9 **Finance and General Purposes Committee:** To receive the unconfirmed minutes of 22nd October 2014 and approve. Any matters arising
- 10 **Centre Committee:** To receive the unconfirmed minutes of 26th November 2014 and approve. Any matters arising
- 11 **Events Committee:** To receive the unconfirmed minutes of 19th November 2014 and approve. Any matters arising
- 12 **Waste site, Halewick Lane:** Following the failure of the Halewick site project, the consultant's working on the project have sent an email regarding the passing of information over to WSCC and suggesting that the Council works with WSCC on the site's future. Email attached. Members are to agree action to be taken to respond to the consultant. Review the press release under item 13 if necessary.
- 13 **Editorial Board:** To receive any material for publication from the Board for approval to publish.
- Letter to SSALC and press release regarding MP's actions
- Press release on the Halewick site project
- Part Sompting Signpost edition 2015
- 14 **Proposed Bus Service:** Cllr Vincent has received an email from Compass travel. This has been forwarded to councillors. Cllr Vincent to update Council and members to agree any matters regarding the service.
- 15 **Response by Council on pre-submission of Adur Local Plan:** To receive the Clerk's report and resolve on recommendation
- 16 **Council's Emergency Phone:** Rota for emergency phone to be agreed.
- 17 **List of payments:** Members are to agree list of payments and to receive bank balance at 30th November 2014
- 18 **2015/16 budget and precept:** The two items have been discussed at Finance and General Purposes. The Clerk's report presents the recommendations made at that

committee. Committee Chairman/Vice chairman to justify their committee budget if required. Council is to resolve on budget and precept.

- 19 **Reports by the Clerk:** To receive current and verbal reports from the Clerk for resolution if necessary.

Sompting Signpost

Digital Hub at the Harriet Johnson Centre

Neighbourhood Plan update

- 20 **Report of District or County Councillors:** To receive reports

- 21 **Report of representatives to other bodies:** To receive reports

Cllr Servante on Local Strategic Partnership

Cllr Smith or Cllr Wood on Adur County Local Committee

Cllr Thornton on Adur District Conservation Area Group

Cllr Bamber on West Sussex Association of Local Councils

Cllr Servante or Cllr Smith on Big Local

Cllr Servante on PCSO meeting

- 22 **Items for future discussion by Council, committees or Emergency Consultation Panel:** Council to resolve where these items are to be discussed and the priority.

David Porter, Clerk to the Council

Dated: 03/12/ 2014