



SOMPTING

www.sompting.org.uk

PARISH COUNCIL

Parish Clerk:
Carol Stephenson
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Harriet Johnson Centre, Loose Lane
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Dear Sir/Madam,

ANNUAL COUNCIL MEETING

You are summoned to attend the above meeting of Sompting Parish Council to be held on **Wednesday, 9th May 2018, commencing at 7:00 p.m.** at Harriet Johnson Centre, Loose Lane, Sompting. Due to the volume of business on this agenda, there will not be a public participation session on this occasion.

AGENDA

- 1 **ELECTION OF CHAIRMAN FOR THE MUNICIPAL YEAR 2018/19**
- 2 **ELECTION OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR 2018/19**
- 3 **APOLOGIES FOR ABSENCE**
- 4 **DECLARATIONS OF INTEREST**
- 5 **REQUEST FOR DPI DISPENSATIONS**
- 6 **MINUTES OF THE MEETING HELD ON 11TH APRIL 2018** – To agree the minutes of the meeting held on 11th April 2018 as a true record of that meeting.
- 7 **REVIEW AND CONFIRM COMMITTEE MEMBERSHIP**
 - 7.1 Finance and General Purposes Committee (5)
 - 7.2 Amenities and Environment Committee (7)
 - 7.3 Planning Committee (5)
 - 7.4 Centre Committee (5)
 - 7.5 To agree that Committee Chairman will be ex officio members of the Finance and General Purposes Committee
 - 7.6 Nominate substitute Members for each Committee
- 8 **CONFIRM COMMITTEE TERMS OF REFERENCE**
 - 8.1 Finance and General Purposes Committee - attached
 - 8.2 Amenities and Environment Committee - attached
 - 8.3 Planning Committee - attached
 - 8.4 Centre Committee - attached
- 9 **TO RESOLVE ON COMMITTEE DATES AND TIMES FOR THE MUNICIPAL YEAR 2018/19** – list attached
- 10 **ADOPTION OF STANDING ORDERS, FINANCIAL REGULATIONS, CODE OF CONDUCT, COMPLAINTS PROCEDURE, PUBLICATION OF INFORMATION SCHEME, DOCUMENT RETENTION SCHEME, SOCIAL MEDIA POLICY, GRANT AWARDING POLICY, COUNCIL REPRESENTATION ON OUTSIDE BODIES POLICY, MEMBER CO-OPTION POLICY, EQUAL OPPORTUNITIES STATEMENT, DISPENSATION SCHEME – 2018/19**
 - 10.1 Adoption of Standing Orders 2018/19
 - 10.2 Adoption of Financial Regulations 2018/19

- 10.3 Adoption of Code of Conduct 2018/19
- 10.4 Adoption of Complaints Procedure 2018/19
- 10.5 Adoption of Publication of Information Scheme 2018/19
- 10.6 Adoption of Document Retention Scheme 2018/19
- 10.7 Adoption of Social Media Policy 2018/19
- 10.8 Adoption of Grant Awarding Policy 2018/19
- 10.9 Adoption of Council Representation on Outside Bodies Policy 2018/19
- 10.10 Adoption of Member Co-option Policy 2018/19
- 10.11 Adoption of Equal Opportunities Statement 2018/19
- 10.12 Adoption of Dispensation Scheme 2018/19

11 REVIEW AND CONFIRM APPOINTMENTS AND REPRESENTATIVES ON OUTSIDE BODES

- 11.1 Adur County Local Committee
- 11.2 Sussex Association of Local Councils
- 11.3 Adur District Conservation Area Consultative Group
- 11.4 Sompting Big Local
- 11.5 West Area Capital Funding Board
- 11.6 A27 working group
- 11.7 Multi agency parking group
- 11.8 Air Raid Shelter group
- 11.9 Sompting Festival group
- 11.10 Harriet Johnson Community hub/cafe

12 PARISH COUNCIL INSURANCE COVER

To note that the Council's insurance policy expires on 16th June 2018 and that this is the end of a 3 year contract. The Council's insurers will forward a renewal quotation in due course and those quotes will be reported to the next available Finance and General Purposes Committee and Council meeting for consideration and approval.

13 REVIEW PARISH COUNCIL SUBSCRIPTIONS TO OTHER BODIES

- 13.1 Sussex Association of Local Councils (SALC)
- 13.2 Society of Local Council Clerks (SLCC)

14 REVIEW OF COUNCILLORS' ALLOWANCES

15 ASSET REGISTER -

- 15.1 To review and agree the Register of council owned assets.

16 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND WORKING PARTIES

- 16.1 Finance and General Purposes Committee - to accept minutes of 28.3.18
- 16.2 Amenities and Environment Committee - to accept minutes of 4.4.18
- 16.3 Planning Committee - to accept minutes of 7.2.18
- 16.4 Centre Committee – to accept minutes of 17.1.18
- 16.5 Report back from multi agency group looking at parking issues in Sompting

17 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

- 18 **AGREE RESPONSE OF SOMPTING PC TO WSCC BUS CONSULTATION-**
deadline 6.6.18

- 19 **AGREE RESPONSE OF SOMPTING PC TO A27 NMU CROSSING CONSULTATION -**
deadline 10.5.18

- 20 **Date of next meeting – 7.30pm on Wednesday 13th June 2018**

C Stephenson

