



Dear Sir/Madam,

ANNUAL COUNCIL MEETING

You are summonsed to attend the above meeting of Sompting Parish Council to be held on **Wednesday 8th May 2019, 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 nor reports from District and County Council councillors.

PLEASE NOTE START TIME OF THIS MEETING

AGENDA

- 1 **ELECTION OF CHAIRMAN FOR THE MUNICIPAL YEAR 2019/20**
- 2 **ELECTION OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR 2019/20**
- 3 **APOLOGIES FOR ABSENCE**
- 4 **DECLARATIONS OF INTEREST**
- 5 **REQUEST FOR DPI DISPENSATIONS**
- 6 **MINUTES OF THE MEETING HELD ON 10th APRIL 2019** – To agree the minutes of the meeting as a true record of that meeting.
- 7 **REVIEW AND CONFIRM COMMITTEE MEMBERSHIP**
 - 7.1 Finance and General Purposes Committee (7)
 - 7.2 Amenities and Environment Committee (6)
 - 7.3 Planning Committee (7)
 - 7.4 Centre Committee (5)
 - 7.5 To agree that Committee Chairman will be ex officio members of the Finance and General Purposes 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 2019/20** – list attached
- 10 **ADOPTION OF COUNCIL REGULATIONS/POLICIES ETC FOR 2019/20**
NB Items 10.1 - 10.10 inclusive remain unchanged from 2018/19
 - 10.1 Adoption of Standing Orders 2019/20
 - 10.2 Adoption of Code of Conduct 2019/20
 - 10.3 Adoption of Complaints Procedure 2019/20
 - 10.4 Adoption of Publication of Information Scheme 2019/20
 - 10.5 Adoption of Document Retention Scheme 2019/20
 - 10.6 Adoption of Social Media Policy 2019/20
 - 10.7 Adoption of Grant Awarding Policy 2019/20
 - 10.8 Adoption of Council Representation on Outside Bodies Policy 2019/20

- 10.9 Adoption of Equal Opportunities Statement 2019/20
- 10.10 Adoption of Dispensation Scheme 2019/20
- 10.11 New – Adoption of Safeguarding Policy 2019/20
- 10.12 New – Adoption of Statement of Intent re Community Engagement 2019/20
- 10.13 New – Adoption of Legionella Control Policy 2019/20
- 10.14 New – Adoption of Health and Safety Policy 2019/20
- 10.15 New – Adoption of Risk Management Policy 2019/20
- 10.16 Revised - Member Co-option Policy 2019/20
- 10.17 Revised – Financial Regulations 2019/20

- 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 and A27 bypass group
- 11.7 Multi agency parking group
- 11.8 Air Raid Shelter group
- 11.9 Sompting Festival group
- 11.10 Harriet Johnson Community hub/café
- 11.11 EPIC project
- 11.12 Community in the Countryside inc Malthouse Meadows

- 12 PARISH COUNCIL INSURANCE COVER**
- 12.1 To note the Council’s insurance policy is for a 3 year period expiring on 16th June 2021.

- 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 SOMPTING NEIGHBOURHOOD PLAN – Update**

- 17 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND WORKING PARTIES**
- 17.1 Finance and General Purposes Committee - to accept minutes of 27th March 2019

- 18 COMMUNITY HUB - Update**

- 19 MEN IN SHEDS**
- 19.1 Update; discuss and agree way forward

- 20 NUMBER 16 BUS SERVICE - Update**

- 21 Date of next meeting – 7.30pm on Wednesday 12th June 2019**

