

YOU ARE HEREBY SUMMONED to attend
an Ordinary Meeting of Clapham Parish Council
to be held remotely
On Thursday 28th January 2021 at 7.30 p.m.

AGENDA

1. Declarations of Interest
Members and Officers are reminded to make any declarations of personal and/or prejudicial/pecuniary interests that they may have in relation to items on this Agenda.
2. Public Participation
Members of the public and press are welcome to join and participate at the start of the meeting.
Zoom invite
<https://us02web.zoom.us/j/86964482389?pwd=WTF1aUNqaktSRENDY2xacGk5TGhCQT09>
Meeting ID: 869 6448 2389 Passcode: 047670 Dial in option - +44 203 051 2874 (from UK)
3. Apologies for Absence
To receive and consider apologies from members.
4. Minutes from The Council Meeting Held On 10th December 2020
To resolve to approve as a true record for the Chairman to sign.
5. Chairman's Report
To receive and note any updates
6. West Sussex County Council Matters
To receive and note any updates
7. Arun District Council Matters
To receive and note any updates
8. Playground Inspection and Maintenance Programme
 - i. To receive an update on progress on the recommendations within the post installation report
 - ii. To receive an update on the training session for Council & Clerk
9. Recreation Ground
 - i. To receive an enquiry regarding any plan to replace fencing
 - ii. To receive an update on the new disabled access path, manhole cover and hard standing area recommended by playground gate (by see-saw)
 - iii. To resolve to exclude public and press from the next agenda item
 - iv. To review and confirm the arrangement for grass cutting for the year
10. Parish Design Statement
 - i. To review, agree any amendments and approve the document
 - ii. To authorise the working party to finalise the full Clapham Parish Design Statement document for submission to the South Downs National Park Authority

(Held Under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020
(Regulation 5))

11. Governance

- i. Risk Assessments - to authorise the quarterly sign off, including actions taken.
- ii. Risk Assessment for Mowing/Strimming -to review and adopt to meet insurance requirements.
- iii. Pension Regulator - to receive an update on the Council's responsibilities and authorise the Clerk to complete the re-declaration for re-enrolment between 1 February and 31 July 2021.

12. Bank Account Mandate Changes

To receive an update on adding Councillor Dodd as new signatory.

13. Clerk's Update

- i. Quarterly Newsletter due for issue 1.3.21
- ii. Gigabit Voucher Scheme for rural broadband
- iii. Anti-social driving near Clapham – advice from PCSO, available options
- iv. Neighbourhood Issues – update from Arun District Council
- v. West Sussex Association of Local Councils, date of AGM if provided
- vi. Winter Gritting arrangements
- vii. Pocket Parks Grant - Evaluation report
- viii. Assets of Community Value – to provide an update

14. Budget 2021/22

To confirm receipt of a copy of the precept requirement/calculation sent to Arun District Council for 2021/22 (circulated via email) and authorise the Chairman and RFO to sign a copy of the relevant paperwork.

15. Finance Reports

- i. Bank account reconciliation - To note that signed outside the council meeting (at 31/12/20) and to authorise sign off occurring before the next meeting (i.e. at 31/1/21)
- ii. Payment Schedule - To review and authorise, including cheques signed outside meeting due to COVID-19 lockdown restrictions.
- iii. Reserves - To receive an update on the Pocket Parks VAT query and revise the Ear-Marked Reserves, to separate the VAT relating to the Pocket Park grant from that relating to the CIL spend.

16. Planning Matters

For Comment -

Location - North House The Street Clapham Worthing West Sussex BN13 3UU

Reference - SDNP/21/00250/TPO

T1 - Reduce crown by 1m T2 - Reduce by 2m T3 - Reduce height by 1m and remove dead wood

17. Date of Next Ordinary Meeting

To be confirmed as Thursday March 25th, 2021

Sarah Linfield

Sarah Linfield, Clerk/RFO Clapham Parish Council

19th January 2021

(Held Under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (Regulation 5)