

CLAPHAM PARISH COUNCIL

Chair: Councillor Terry Gale

Parish Clerk: Sarah Linfield, BSc (Hons), CiLCA

Parish Council Contact Details: Email to clerk@clapham-wsx-pc.gov.uk



**YOU ARE HEREBY SUMMONED to
The Ordinary Meeting of Clapham Parish Council
at Clapham and Patching Village Hall, Long Furlong, Clapham, BN13 3UT
On Thursday 31st August 2023 at 7.30 p.m.**

Agenda

1. **Declarations of Interest and Dispensations**
Members and Officers are reminded to make any declarations of personal and/or prejudicial/pecuniary interests in relation to items on this Agenda or seek dispensations.
2. **Public Participation**
The Future of The Junction – an update from the owner.
3. **Apologies for Absence**
To receive any apologies for absence and consider/approve reasons.
4. **Minutes from the Council Meetings held on 29th June 2023 and 24th August 2023**
To approve as a true record of the decisions of that meeting and authorise the Chair to sign.
5. **Dog Bin for Clapham Woods**
To receive a briefing on the possibility of a dog bin by the Church and consider options/next steps.
6. **Chair's Report**
To receive and note.
7. **County Council and District Council Matters/Updates**
 - i. West Sussex County Council (WSCC) - To receive and note.
 - ii. Arun District Council – To receive and note.
8. **Grants/Donations**
To receive a request for consideration from Arun Counselling Centre, Littlehampton.
9. **Finance Reports**
 - i. Payments/Receipts - To note/approve items on schedule.
 - ii. Bank Reconciliation at 30.6.23 and 31.7.23 – To authorise sign off including quarterly independent check at 30.6.23.
 - iii. General Reserves and Ear Marked Reserves – To review and approve any changes.
 - iv. Budget Review at 31.7.23 – To note actual spend to allocated budget.
10. **Recreation Ground**
 - i. Tree Survey - To receive an update on the tree work identified, lying outside the Recreation Ground boundary and now identified as belonging to WSCC.

Members of the Press and Public are Welcome to Attend

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- ii. Play and Adult Gym Equipment – To receive any update from the contractor to adjust the playground gate (speed of closing) & Arun District Council’s latest inspection report.
- iii. Path – To receive any update on proposed improvements, approve next steps.
- iv. Commemorative Seats – To receive an update on receipt and installation.
- v. Fencing and gates (boundary with the footpath) – To receive any update.

11. Insurance, Risk and Governance Matters

- i. Bank Mandate – To receive an update on signatories.
- ii. Lloyds Multipay Card – To receive any update on the change of administrators.
- iii. FSCS Annual Review – To note positive response to Unity Trust Bank’s eligibility review.
- iv. Secure email systems/dedicated council email accounts – To receive an update.
- v. Councillor Training – To note bookings and consider/approve any requests.
- vi. Asset Register – To note insurance cover for, and addition of, new benches x2.
- vii. Records Retention – To note archiving of documents at West Sussex Record Office.
- viii. Policy and Procedures – To review/re-adopt those due for review in 2023.

12. South Downs National Park Authority

Local Plan

- i. To receive an update on the survey response to the SDNPA’s invitation to complete a Parish Priority Statement, a vision for the Parish covering the next 10 -15 years and consider the options/approve next steps.
- ii. To receive a letter from the SDNPA in respect of its ‘Unimplemented Neighbourhood Plan Allocation’ within Clapham’s Neighbourhood Plan (Travis Perkins Builders Yard) enquiring of plans for the site.

13. Clerk’s Updates

- i. Assets of Community Value – To receive an update/outcome for the school nomination.
- ii. Celebration of the Coronation – To note total spend under the Clerk’s delegated power.
- iii. Lighting at the WSCC depot – To receive an update/agree next steps.
- iv. Winter gritting arrangements/WSCC Offer – To receive an update.
- v. Anti-social behaviour/various concerns raised by residents (grass-cutting, vegetation on footpath, lying water by school crossing) – To review and agree next steps.
- vi. Defibrillators – To note existing registration with the British Heart Foundation’s ‘The Circuit’
- vii. Boom Community Bank – To note approach and consider next steps.
- viii. Invitation to upcoming events – To receive details of any/confirm any attendance.
- ix. Network for Neighbourhood Planning – To receive proposal for an informal network locally.
- x. Any other matters raised after agenda issue – For information only/noting.

14. Planning Matters

To receive the outcomes of previous applications & approve responses to any planning applications below or received between publication of this agenda and the meeting.

15. Next Meeting of the Parish Council - To confirm the date as October 26th 2023.

Sarah Linfield Clerk/RFO to Clapham Parish Council

24th August 2023

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