



CLAPHAM PARISH COUNCIL

ALL RESIDENTS: YOU ARE INVITED TO ATTEND THE ANNUAL PARISH COUNCIL MEETING AND FOLLOWING, THE MAIN COUNCIL MEETING AT THE CLAPHAM AND PATCHING VILLAGE HALL, LONG FURLONG, BN13 3XH ON THURSDAY 16th MAY 2019 COMMENCING AT 7:30pm

AGENDA

- 1 **Apologies and reasons for absence:** Members to approve reason for absence
- 2 **Declarations of interest by councillors on any of the agenda items below:**
- 3 **Request for DPI Dispensations:** Any written request for dispensation to be considered and Council to decide whether the request is agreed.
- 4 **To receive the Chairman's report:**
The Chairman's report will available to the public, on request, from the Parish Clerk, and will also be available from the Council's website freely downloadable.
- 5 **Election of Chairman of the Council 2019/20:** Nominations by members for the position are to be proposed and voted on. The new Chairman to state and sign his declaration of Office.

The following agenda items will be the items held under the Main Council Meeting

- 6 **Apologies and reasons for absence:** Members to approve reason for absence
- 7 **Declarations of interest by councillors on any of the agenda items below:**
- 8 **Request for DPI Dispensations:** Any written request for dispensation to be considered and Council to decide whether the request is agreed.
- 9 **Open meeting:** This item will last up to fifteen minutes or longer should the Chairman consider it necessary. Members of the public are respectfully asked not to talk during the rest of the meeting unless invited to do so by the Chairman.

If no further items are to be discussed, the Chairman will reconvene the meeting

- 10 **Report of District and/or County Councillors:** To receive reports

- 11 **Reports by the Clerk:** To receive general correspondence and reports from the Clerk
- 12 **Minutes:** To approve as true records, the unconfirmed minutes of the Council meeting of 28th March 2019
- 13 **Planning applications:** To consider the submitted planning applications listed below and resolve on comments to make to Planning Authority:-
The Council is to state the response given to the South Downs National Park Authority to the application Worthing Airsoft Arundel Road Clapham Worthing BN13 3UR Ref. No: SDNP/19/00978/LDE and resolve this retrospectively
- 14 **Clapham Neighbourhood Development Plan 2015:** The Council wishes to review the current approved Plan for a 2020 version. Cllr Kluckers will present this item.
- 15 **Clapham Recreation Ground lease:** The Council is to formal announce the signing of the Clapham Recreation Ground lease between the Clapham Recreation Ground Trust and the Clapham Parish Council. Note that a copy of the lease will be made available on the Council's website.
- 16 **Council's Insurance 2019/20:** The Clerk has read the Council's insurance details received from Zurich and confirms that the cover is adequate for this year. Changes required as and when the Council's assets increase. As the expiry date of the current insurance is before this meeting this matter was identified to Members and as the Clerk received full agreement to proceed with the insurance given by Zurich, payment of the premium has been made.
- 17 **To receive update from the Clapham Playground Restoration group:**
- 18 **To receive update from the proprietors of "The Junction":**
- 19 **Financial Report by Responsible Financial officer (RFO):** To receive the report by the RFO; to consider and approve any payments by the Council and note any income received.
- 20 **To receive and approve the Certificate of Exemption:** Members are to consider the Certificate of Exemption which if approved and signed by the Chairman certifies the council as exempt from a limited assurance review under Section 9 of the Local Audit(Smaller Authorities) Regulations 2015.

Should the Auditor's report be available for this meeting, the following are to be included in this agenda. If not, the Chairman must hold an extraordinary council meeting by early June for these to be considered and resolved on before 30th June 2019.

- 21 **To receive and note the Internal Auditor's Report:** Members are to receive the Internal Auditor's report and resolve on what action to take on any recommendations.

- 22 **To receive and approve the Section 1 Annual Governance Statement:** Members are to consider the Section 1 of the Annual Governance and Accountability Return 2018/19 and approve for the Chairman and Clerk to sign.

- 23 **To receive and approve the Section 2 Annual Governance Statement:** Members are to consider the Section 1 of the Annual Governance and Accountability Return 2018/19 and approve for the Chairman and Clerk to sign.

- 24 **Resignation of Clerk and Responsible Finance Officer:** The current position will become vacant on 31st May 2019.

D Porter, Clerk to the Council

Dated 09/05/2019