

3rd September 2018

You are summoned to attend a meeting of the YAPTON PARISH COUNCIL which will take place on MONDAY 10th SEPTEMBER 2018 commencing at 7.30pm or at the conclusion of the Planning Committee at the YAPTON AND FORD VILLAGE HALL*

The agenda for the meeting is set out below.

Andrew Gardiner

Andrew Gardiner
Clerk of the Council

**The meeting will take place in the Club Room, entrance at the rear of the building.*

AGENDA

1. Apologies for absence

Members are reminded that if they are unable to attend the meeting, reasons for absence must be given for approval by the Council.

2. Declarations of Interest

Members are reminded to make any declarations of a personal and/or pecuniary interest that they may have in relation to items on the agenda.

3. Urgent Matters

To deal with any business not included on the agenda which, in the opinion of the Chairman, in consultation with the Clerk, is business of such urgency as to require immediate attention by the Council.

4. Public Question Time

Members of the public/council members are invited to ask questions or raise issues which are relevant and relate to the work of the Parish Council. A period of 20 minutes is allocated for this purpose and individual speakers will be limited to 3 minutes each.

5. Minutes of the meeting held on 9th July 2018 (copy attached)

To approve the minutes as a correct record and to agree to the Chairman signing the agreed minutes.

6. Matters arising from the minutes of the meeting held on the 9th July 2018

7. Reports from County & District Councillors present

8. Correspondence

(a) West Sussex Minerals & Waste Planning Policy Update - adoption of Joint Minerals Local Plan

To note that West Sussex County Council and the South Downs National Park Authority have adopted the new Joint Minerals Local Plan for West Sussex. The e-mail sent on the 30th July contained the attached letter and adoption statement which set out further information about the Joint Minerals Local Plan, as well as other information related to minerals and waste planning policy.

(b) Adoption of the Arun Local Plan (2011-2031)

To note an e-mail received by the Parish Council on the 20th July 2018 informing the Council that the Arun District Council adopted the Arun Local Plan (2011-2031) at the Full Council meeting on 18th July 2018, in accordance with the Planning and Compulsory Purchase Act 2004 (as amended), The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) and the Environmental Assessment of Plans and Programmes Regulations 2004.

The Adopted Arun Local Plan (2011-2031) can be found, accompanied by the Policies Maps 1-4, Adoption Statement, Environmental Report and Post Adoption Statement and Inspector's Report, on the Adopted Local Plan page of Arun District Council's website: <https://www.arun.gov.uk/adopted-local-plan> .

(c) The Ford Neighbourhood Development Plan

To note an e-mail received on the 10th August from Arun District Council informing the Parish Council that The Ford Neighbourhood Development Plan had successfully passed examination and sending Congratulations to the neighbourhood planning group and to the parish council on this achievement.

The District Council received the Examiner's report on the Ford Neighbourhood Development Plan which concluded that subject to the modifications in the report, the Plan should proceed to referendum. Further information on the Ford NDP can be found at <https://www.arun.gov.uk/ford-neighbourhood-development-plan> .

(d) SALC Meeting with Chief Constable of Sussex Police

To note the receipt of the following e-mail dated 13th August from SSALC which stated that on Friday 16th November 2018, SALC board members will be holding their biannual meeting with Giles York, Chief Constable of Sussex Police. SSALC have requested that if the Parish Council has any strategic or unresolved topics that it would like to be raised at the meeting could they be returned to SSALC by close of business on Friday 2nd November 2018 at the latest.

(e) NALC backs government's Civil Society Strategy

To note receipt of a NALC Newsletter dated 10th August regarding the above strategy. The National Association of Local Councils (NALC) has welcomed the government's *Civil Society Strategy*, stating local (parish and town) councils will have a key role in many aspects of its proposals.

NALC has identified key roles, which include; supporting sustainable community spaces such as village halls, promoting innovation in democracy and encouraging people from all backgrounds to get involved, boosting the take-up of community rights, and supporting local economic growth.

NALC is particularly pleased that the government has listened to its call to support onward devolution to communities and looks forward to working with the government to help deliver this commitment. The full Civil Society Strategy can be found at: (<https://www.gov.uk/government/publications/civil-society-strategy-building-a-future-that-works-for-everyone>).

(f) Anti social driving and other

To note the attached e-mail dated 19th July 2018 from Mr Darren Kane writing on behalf of local residents concerning Anti social driving and other matters in the area.

(g) CCTV - in the village.

To note the attached e-mail dated 2nd August 2018 from Mr Greig Doyle who has asked that the Parish Council at its next meeting considers that by working in partnership with Arun police and West Sussex council new CCTV cameras are considered around the village centre and surrounding area.

(h) Parking in Bilsham Road

To note the attached e-mail dated 12th August 2018 from Mr Keith Davis regarding an increase in parking outside Two Hoots in Bilsham Road, Yapton.

9. Yapton Emergency Plan

To review and agree the latest edition of the Yapton Emergency Plan (copy attached as a confidential appendix to this agenda).

10. Training and Development of Members/Staff

Members/Clerk to report on any training courses attended since the last meeting.

11. Parish Council Magazine (Yapton News)

A proof copy of the latest issue of Yapton News (Issue no 92 – September 2018) will be available at the meeting.

12. Reports from Committees

(a) Allotments

To consider any matters requiring attention regarding the Council's Allotments.

(b) Emergency & Resilience

To consider any matters arising from the Yapton Community Co-ordinators or Volunteers.

(c) Planning

- (i) to receive the minutes of the meetings of the Planning Committee held on 14th May 2018 (*copy attached to Planning Committee Agenda*);
- (ii) to receive details of planning decisions made by Arun District Council in July / August 2018 (*schedule attached*);

(d) Playing Field

To consider any matters requiring attention regarding the Council's Playing Field.

13. Reports of Representatives

(a) Village Hall representatives

14. Finance

- (a) To consider and approve the financial statements showing the receipts and payments for July and August 2018 (*copy attached*);
- (b) To note the Bank Reconciliation of the Council's Bank Accounts as at 31st August 2018, and for a Councillor who is not a signatory to the Bank Accounts be appointed to check and sign off the reconciliation;
- (c) To consider and receive the summary of income and expenditure over the various budget heads for the period 1st April to 31st August 2018 (*copy attached*).

DATE OF NEXT: MONDAY 12th NOVEMBER 2018 AT 7.30 PM or at the conclusion of the Planning Committee whichever is earlier.

Recording at Yapton Parish Council meetings

The recording, filming and reporting of all public meetings is permitted.

Members of the public and press are permitted to film or record meetings (to which they are permitted access) in a non-disruptive manner and from areas designated for the public. **No prior permission is required** however the Chairman may ask at the beginning of the meeting if anyone present wishes to record proceedings. Meetings or parts of meetings from which the press and public are excluded may not be filmed or recorded.

The use of digital and social media recording tools, for example Twitter, blogging or audio recording is allowed as long as it is carried out in a non-disruptive manner.

The Chairman of the meeting, in accordance with Standing Orders has the ability to stop a meeting if any person is deemed to be disruptive.

Yapton Parish Council requests that filming or recording is kept to a minimum, that the filming focuses on those making representations to the meeting, that members of the public are not inconvenienced and that all involved should be treated respectfully.

Any person or organisation choosing to film, record or broadcast any meeting of the Council will be responsible for any claims or other liability resulting from them so doing.
