



EAST WITTERING & BRACKLESHAM PARISH COUNCIL

Bracklesham Barn, Beech Avenue,
Bracklesham Bay, Chichester, PO20 8HU

Telephone: 01243 673588

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YOU ARE HEREBY SUMMONED TO A PARISH COUNCIL MEETING TO BE HELD ON 11th February 2021 AT 7.00PM VIA ZOOM (meeting link and access code to be provided via separate email).

AGENDA

1. **Declarations of interest and requests for dispensation**
2. **Apologies for absence**
3. **Chairman's announcements**
4. **Minutes of the previous meeting held on 10th December 2020** ([Appendix 1](#))
5. **Update on actions from previous meeting**
6. **Public questions**
7. **Reports from District and County Councillors**
8. **Reports from Parish Councillors on meetings attended since 10/12/20**
9. **Finance**
 - a. bank reconciliation approval. ([Appendix 2.1](#))
 - b. statement of current financial position and budget monitor. ([Appendix 2.2](#))
 - c. summary of payments made between 01/12/20 and 31/01/21. ([Appendix 2.3](#))
10. **Policies review and approval:**
 - a. Health and safety policy ([Appendix 3.1](#))
 - b. Equalities Policy ([Appendix 3.2](#))
 - c. Diversity policy ([Appendix 3.3](#))
 - d. Complaints procedure ([Appendix 3.4](#))
 - e. Dispensations policy ([Appendix 3.5](#))
 - f. Charitable donations policy ([Appendix 3.6](#))
 - g. Delegation Scheme ([Appendix 3.7](#))
 - h. Publication Scheme and information available under the scheme ([Appendices 3.8 & 3.9](#))
11. **Vision update** To receive an update on Vision projects
12. **Co-option to fill vacancies** To agree cooption process for councillor vacancies at the March meeting
13. **Budget 2021-22 update** To note the 2021-22 budget and precept request and progress on fund raising
14. **Code of conduct update** To consider the updated model code of conduct ([Appendix 4](#))

S. Tate

S. Tate, Parish Clerk, 4th February 2021

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THE MEETING. Members of the public wishing to ask questions must submit them in writing to the Clerk by no later than 5pm on Wednesday 10th February so that they can be answered during the meeting. Members of the public are welcome to view the meeting and will need to contact the Clerk by 4pm on Thursday 11th February for an access code. This can be done by calling the office on 01243 673588 or by email to enquiries@eastwitteringbrackleshampc.org.uk.

*DUE TO THE CONFIDENTIAL NATURE OF THIS ITEM THE COUNCIL MAY BY RESOLUTION DECIDE TO EXCLUDE THE PRESS AND PUBLIC FROM THIS PART OF THE MEETING