



## EAST WITTERING & BRACKLESHAM PARISH COUNCIL

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

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You are hereby summoned to the Annual Parish Council Meeting to be held on  
16<sup>th</sup> May 2019 at 7pm in BRACKLESHAM BARN, BEECH AVENUE, BRACKLESHAM

### AGENDA

1. **Election of Chairman.**
2. **Election of Vice Chairman.**
3. **Declarations of Interest.**
4. **Public Questions.**
5. **Reports from District and County Councillors.**
6. **Reports from Parish Councillors on meetings attended since 11/4/19**
7. **Code of Conduct.** To review and adopt the Code of Conduct to conform to latest NALC model.
8. **Standing Orders.** To review and adopt Standing Orders to conform to latest NALC model.
9. **Financial Regulations.** To review and adopt financial regulations to conform to latest NALC model.
10. **Banking Arrangements.** To review and approve the authority for the council to continue to make electronic payments via on-line banking.
11. **Member/Officer Protocol.** To review and adopt the Member/Officer Protocol.
12. **Committee Terms of Reference.** To review and adopt the terms of reference for the following standing committees:
  - 1) Planning;
  - 2) Assets & Open Spaces;
  - 3) Staffing.
13. **Finance.**
  - 1) Bank reconciliation approval.
  - 2) Statement of current financial position and budget monitor.
  - 3) Summary of payments made between 01/04/19 and 30/04/19
14. **Internal Auditors Report.** To review the annual internal auditors report and note their recommendations.
15. **Appointment of Planning Committee (max. 5 members)**
16. **Appointment of Assets & Open Spaces Committee (max. 5 members)**
17. **Appointment of Staffing Committee (3-4 members)**
18. **To review and make appointments to the following working groups**
  - Neighbourhood Plan
  - Tourism Promotion
  - Emergency Plan
19. **To make appointments to the following external organisations**
  - Chichester Sub-Group of the Association of Local Councils (CDALC)
  - Village Hall Management Committee
  - Peninsula Community Forum
  - West Sussex County Council County Local Committee
  - Manhood Peninsula Partnership (MPP)
  - Local Business Alliance
  - Youth Club Committee
  - Build a Better A27 (currently dormant)
  - East Wittering Neighbourhood Management Panel
  - Community Wardens Panel
  - Surface Water Issues & Solutions (SWISH)
  - Manhood Parishes Local Plan Review Group
18. **Business Plan Update**

**19. Neighbourhood Plan Update**

**20. Events Update**

To approve funding request from the LBA to support the 2019 events programme.

To approve the purchase of 'There But Not There' bootprints for D-Day 75 commemorations

**21. Christmas Lights Update**

**22. NHB Funding Allocation 2019** To consider projects for the New Homes Bonus Fund 2019 (indicative allocation of £8,173.00)



S. Tate, Parish Clerk, 10<sup>th</sup> May 2019

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THE MEETING, HOWEVER THEY MAY NOT SPEAK UNLESS INVITED TO DO SO BY THE CHAIRMAN. \*THE COUNCIL MAY BY RESOLUTION DECIDE TO EXCLUDE THE PRESS AND PUBLIC FROM ANY PART OF THE MEETING.**