

WEST WITTERING PARISH COUNCIL
NOTICE OF MEETING AND AGENDA

Dear Councillors,

You are hereby summoned to attend the Annual Meeting of the West Wittering Parish Council at 7.00pm on Thursday May 11th 2023, in The Pavilion, Rookwood Road, West Wittering, PO20 8LT.

A G E N D A

- 1. Election of Chairman and signing of Acceptance of Office.**
- 2. Election of Vice-Chairman and signing of Acceptance of Office.**
- 3. Apologies for absence and declarations of interest under the Code of Conduct.**
- 4. Confirmation of Minutes of the meeting held on April 6th 2023 (copy available in the Library and at www.westwitteringparishcouncil.gov.uk) and any matters arising.**
- 5. Reports from County and District Councillors.**

The Chairman will open the meeting to allow members of the public present to ask questions of the County and District Councillors.

- 6. Planning – to note the minutes of the Planning Committee held on April 26th, 2023.**
- 7. Policy review and adoption**
 - (a) To undertake the annual review of the Council's Standing Orders and Financial Regulations.
 - (b) To undertake the annual review of the Councillors Code of Conduct.
 - (c) To undertake the annual review of the Equality and Diversity policy, Freedom of Information policy and the Data Protection policy.
- 8. To confirm chairmanship and membership of the WWPC Working Parties for 23/24.**
- 9. To confirm appointments to the WWPC Planning Committee for 23/24 - all members of the Parish Council.**
- 10. To confirm Parish Council representatives on the following outside bodies for 23/24:-**
 - (a) Chichester District Association of Local Councils (CDALC) and West Sussex Association of Local Councils (WSALC)
 - (b) Manhood Peninsula Forum
 - (c) Manhood Peninsula Partnership and its subgroups
 - (d) EHCIAG
 - (e) Memorial Hall Committee
- 11. To consider options for dealing with the number of potholes and other surface issues in the village.**
- 12. To consider Councillor training requirements and options for training delivery.**

13.Reports and Recommendations from Working Parties and from representatives on other bodies.

	Topic	Agenda item
A	Environment and Green Spaces.	Allotments.
		Sportsfield and Millennium Meadow
		Open Spaces: Snowhill, Village green and Marine Drive Triangle.
		Footpaths.
		Trees.
B	Community Liaison	Church Liaison.
		Memorial Hall Committee.
		Twinning Association.
		West Wittering Estates, West Wittering School, Patient Participation Group.
		Annual Parish Assembly – confirmation of the arrangements.
C	Parish Projects	Neighbourhood Plan.
		Parish Online.
D	Parish Administration	i) Approval of Accounts for payment. ii) To receive the Budget Monitoring statement for April 2023.
		Newsletter communications and website.
E	Representation on other bodies: -	West Sussex Association of Local Councils, Chichester District Association of Local Councils and the CHC Advisory Committee.
		EHCIAG.
		MPP, GLAM and SWISH and Peninsula Forum.
		Sussex Police Parish meeting - to report back on the recent online meeting with south Chichester Parish Councils.

8.Correspondence received for action or comment including items circulated for information to include: an email from a resident concerning potholes and parking issues in the Marine Drive area of the village.

9.Open Forum – including questions from members of the public which the Council will consider. No decisions can be made against this item, but a future agenda item may be agreed as a result of the discussion.

***** The Council may make a resolution to exclude the Public and the Press in order to consider legal advice.**

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND BUT MAY NOT SPEAK AT THE MEETING UNLESS INVITED TO DO SO BY THE CHAIRMAN.

Thank you.

Mrs S. Hawker, Clerk, May 4th 2023.