

WEST WITTERING PARISH COUNCIL
NOTICE OF MEETING AND AGENDA

Dear Councillors,

You are hereby summoned to attend the Meeting of the West Wittering Parish Council at 7.00pm on Thursday June 1st 2023, in The Pavilion, Rookwood Road, West Wittering, PO20 8LT.

A G E N D A

1. Apologies for absence and declarations of interest under the Code of Conduct.
2. Presentation from Jane Cunningham, the Manhood Peninsula Partnership (MPP) Project Officer, on CHASM. Jane will also give a brief background to the MPP.
3. Confirmation of Minutes of the meeting held on May 11th 2023 (copy available in the Library and at www.westwitteringparishcouncil.gov.uk) and any matters arising.
4. 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.
5. Planning – to note the minutes of the Planning Committee held on May 24th, 2023.
6. To consider potential case studies for inclusion in a planning case study document produced by the National Association of Local Councils (NALC).
7. To confirm future dates of the Parish Council and the WWPC Planning Committee meetings.
8. Reports and Recommendations from Working Parties and from representatives on other bodies.

	Topic	Agenda item
8.1	Environment and Green Spaces	Update on Village Green ***
		Open Spaces: Snowhill <ul style="list-style-type: none">• To confirm arrangements for improving the track at Snowhill.• To update the Parish Council on the Parish Chains
8.2	Community Liaison	Memorial Hall Committee- report back from the recent Management Committee.
		Annual Parish Assembly – To consider the arrangements for the 2024 Annual Parish Assembly including early publicity.
8.3	Parish Projects	Neighbourhood Plan – to update the Parish Council on progress since the last meeting.

		Parish Online – update on recent developments.
8.4	Parish Administration	<ul style="list-style-type: none"> i) To receive a financial report on the year ended 31st March 2023. ii) To report and receive the Internal Audit Report for the year ended 31st March 2023. iii) Approval of Annual Return – Annual Governance Statement 22/23. iv) Approval of Annual Return – Annual Accounting Statement 22/23. v) To agree the dates for the Notice of Public Rights vi) Approval of accounts for payment May 2023. vii) To receive the budget monitoring statement for April 2023. viii) To consider the WWPC approach to the repair and maintenance of the wash facilities in the public conveniences on the Village Green.
		Newsletter communications and website - To consider the timing for the next WWPC newsletter.
8.5	Representation on other bodies: -	West Sussex Association of Local Councils, Chichester District Association of Local Councils and the CHC Advisory Committee.
		Sussex Police Parish meeting - to report back on the recent online meeting with south Chichester Parish Councils.

9.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.
- Register of Member Interests.

10.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 26th 2023.