



PULBOROUGH PARISH COUNCIL

Working together for a better future

ATTENTION: THE PUBLIC HAVE A RIGHT TO ATTEND THIS MEETING AND THEREFORE A PUBLIC SPEAKING ITEM HAS BEEN INCLUDED ON THE AGENDA.

ANY RESIDENT WISHING TO SPEAK ON ANY ITEM SET OUT ON THIS AGENDA MUST INFORM THE PARISH CLERK NO LATER THAN 12 NOON THE DAY PRIOR TO THE MEETING.

You are hereby SUMMONED to an Ordinary Meeting of Pulborough Parish Council which will be held at **Pulborough Village Hall** on **Thursday, 19th July 2018 at 7.30pm.**

**Heather Knight
Clerk**

Dated 12th July 2018

Swan View, Lower Street, Pulborough, RH20 2BF
Tel: 01798 873532 clerk@pulboroughparishcouncil.gov.uk

AGENDA

- 1. APOLOGIES FOR ABSENCE**
Chairman's welcome and to approve apologies for absence.
- 2. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS**
To receive Councillors' declarations of interest on any of the agenda items and to note any changes to Councillors' Register of Interests.
- 3. MINUTES OF FULL COUNCIL**
To approve the Minutes of the Council Meeting held 21st June 2018 (attached), and to receive the Clerk's report on issues raised at the meeting.
- 4. COMMITTEE MEETING MINUTES**
To receive and consider Minutes, Reports and Recommendations of Committees (other than separate agenda items) :-
 - 4.1 Planning and Services Committee**
To receive the Minutes of the Meetings held on 21st June and 5th July 2018 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meetings.
 - 4.2 Recreation and Open Spaces Committee**
The June Committee meeting was cancelled, therefore there are no Minutes for approval. The Minutes from the Committee meeting held 12th July 2018 will go through the September Council Meeting.
 - 4.3 Finance and Policy Committee**
To receive the Minutes of the Meeting held 28th June 2018 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meeting
includes:-
 - **Noting of Final Internal Audit report** (copied to Cllrs)
 - **Recommendations for adoption of:**
Complaints Procedure & Code of Practice for the Handling of Complaints;
Privacy Notice; Document Retention Policy; Grant Aid Funding Policy; Data Subject Access Request form (Copied to Cllrs)

5. ADJOURNMENT FOR PUBLIC SPEAKING, INCLUDING:-

The Chairman will invite those residents who have given formal notice to speak once only in respect of:

- a) business itemised on the agenda and residents shall not speak for more than **5 minutes** or **10 minutes** if he/she is speaking on behalf of others such as a residents group
- b) if time permits, any other business not itemised on the agenda for which no discussion/decision is permitted and residents shall not speak for more than **2 minutes**

6. DISTRICT & COUNTY REPORTS

To receive reports from the District and County Councillors present.

8. SPORTS PAVILION REBUILD PROJECT

- To note meetings of Sports Pavilion Development Working Group on 25th June (*copied to Cllrs*) and 16th July 2018, and any recommendations
- To consider proposals for the way forward of the project

9. NEIGHBOURHOOD WARDEN STEERING GROUP

- To note Neighbourhood Wardens monthly written report and Steering Group meeting held 9th July 2018 (*copied to Council*)
- To consider any recommendations from the Steering Group or directives from the Council to the Neighbourhood Wardens

10. NEIGHBOURHOOD PLAN

- To receive progress update and any recommendations on pre Reg 14 work
- CLT: Feedback from meeting on 4th July 2018

11. COMMUNITY BENEFIT PAYMENT (referred from 21.6.18, Min. 39)

To consider proposals for allocation of £4,000 Community Benefit Payment, including update on proposed drinking fountain as part of RSPB/PCP Wildart trail

12. GENERAL DATA PROTECTION REGULATIONS TRAINING

To consider dates for previously agreed Member GDPR training by the Council's External Data Protection Officer - potential evenings for consideration being 24th July, 6th, 13th, 14th, 20th, 21st and 28th August 2018

13. CO-OPTION TO FILL CASUAL VACANCY

To consider nominations received to fill the casual vacancy and vote to co-opt a new Member to the Council

14. APPOINTMENTS TO COMMITTEES

To note vacancies on Finance & Policy Committee and consider appointments to fill these

15. 'THERE BUT NOT THERE' WW1 CENTENARY SILHOUETTE SCHEME

To consider approval of funding of community event as part of application for grant to purchase silhouettes (Min. 49, 21.6.18 refers)

16. VELO SOUTH COMMUNITY ENGAGEMENT EVENT

To consider invitation to send four representatives to WSS/Velo South Team Community Engagement Event on 26th July 2018 (*Copied to Cllrs*)

17. HARVEST FAIR

- To consider rota of Members to cover the Pulborough Parish Council stand at the Harvest Fair on 22nd September 2018 and note setting up/dismantling arrangements
- To consider promotion of the Sports Pavilion proposals at the Council's stand

18. VILLAGE MARKET

To agree rota of Members to cover the Parish Council stand at the market on Saturday 28th July 2018 and note setting up/dismantling arrangements

19. REPRESENTATIVES ON OUTSIDE BODIES

To receive reports from Members representing the Council on other organisations.

20. CORRESPONDENCE

To note items of correspondence as per list circulated (copied to Council).

21. ITEMS FOR NEXT AGENDA

To note items put forward (Members' submissions to be followed up as written proposal and objective, with 7 clear days' notice in advance of agenda)

22. PAYMENTS

To approve the payments list for signing (details to be circulated prior to meeting)