



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, 20th September 2018 at 7.30pm.**

**Heather Knight
Clerk**

Dated: 13th August 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 19th July 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 19th July, 9th August and 6th September 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**
To receive the Minutes of the Meeting held on 12th July 2018 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meeting.
 - 4.3 Finance and Policy Committee**
To receive the Minutes of the Meeting held 26th July 2018 (attached unless previously circulated), and to receive the Clerk's report on issues raised at the meeting, including:-
 - **Renewal of insurance under Long Term Agreement with Came & Co./Inspire.**
 - **Recommendations for adoption of the following policies** (copied to Cllrs):-
 - * **PPC Investment Policy (plus amended Committee Terms of Reference)**
 - * **GDPR/Data Protection Policy**
 - * **Freedom of Information Policy**
 - * **Privacy Notice (Staff)**
 - * **Financial Regulations (updated as per NALC model FRs)**

5. ADJOURNMENT FOR PUBLIC SPEAKING:-

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.

7. SPORTS PAVILION REBUILD PROJECT

- To note meetings of Sports Pavilion Development Working Group held 8th August and 3rd September 2018, and any recommendations
- To consider proposals for the way forward of the project

8. NEIGHBOURHOOD WARDEN STEERING GROUP

- To note Neighbourhood Wardens August written report (*copied to Council*) and Steering Group meeting held 17th September 2018
- To consider any recommendations from the Steering Group or directives from the Council to the Neighbourhood Wardens

9. NEIGHBOURHOOD PLAN

To receive verbal progress report on pre-Regulation 14 work and to consider approval to pay for additional casual data processing work to transfer information from AECOM report to Neighbourhood Plan electronic records (*quotation awaited*)

10. POTENTIAL GOVERNMENT PLANS TO MAKE THE A29 A MAJOR ROAD NETWORK

To note Government consultation with WSCC on proposals to upgrade A29 from a Strategic Road Network (SRN) to a Major Road Network (MRN) (papers copied to Cllrs) and consider whether the Council wishes to comment - Cllrs Tilbrook and Quedstedt to report

11. IT SECURITY AUDIT AND REVIEW

To consider recommendations and quotation for new IT requirements to meet GDPR compliance, following recent IT audit (copied to Cllrs)

12. GENERAL DATA PROTECTION REGULATION TRAINING

To note arrangements for Member GDPR training by Process Matters2 at 7.00pm on Monday 24th September 2018, at the Village Hall

13. SALC MEETING WITH CHIEF CONSTABLE OF SUSSEX POLICE

To note the biannual meeting on 16th November and consider whether the Council has any strategic or unresolved topics Members would like to be raised, to be forwarded to SALC by 2nd November 2018.

14. APPOINTMENTS TO FILL COMMITTEE VACANCIES

To consider appointment of Cllr Lissette Trembling to Planning & Services Committee
To consider any appointment fill vacancies on Policy & Finance Committee

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

To note Clerk's report and consider arrangements for community event to mark the occasion, including installation of 2 x Thank You 'Tommy' Silhouettes

- 16. HARVEST FAIR**
To confirm rota of Members to cover the Pulborough Parish Council stand at the Harvest Fair on Saturday 22nd September 2018 and note setting up/dismantling arrangements, and to consider display material
- 17. VILLAGE MARKET**
To agree rota of Members to cover the Parish Council stand at the market on Saturday 22nd September 2018, including setting up/dismantling arrangements, key collection etc.
- 18. REPRESENTATIVES ON OUTSIDE BODIES**
To consider appointment of Cllr Lissette Trembling as a Council representative to Pulborough Community Partnership
To receive reports from Members representing the Council on other organisations.
- 19. CORRESPONDENCE**
To note items of correspondence as per list circulated (copied to Council).
- 20. 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)
- 21. PAYMENTS**
To approve the payments list for signing (details to be circulated prior to meeting)