

# GRAFFHAM PARISH COUNCIL

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## **FULL COUNCIL MEETING Wednesday 10 January 2024**

Councillors are hereby summoned to attend the Full Council Meeting of Graffham Parish Council to be held in the Empire Hall, The Street, Graffham, on **Wednesday 10 January 2024** commencing at **7.00pm**

4 January 2024

Caroline Davison  
Parish Clerk

### **AGENDA**

**1. Welcome**

**2. Apologies for Absence**

To receive apologies for absence and approve reasons for absence.

**3. Declarations of Interest**

To receive from Members any declarations of disclosable pecuniary and non-pecuniary interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Graffham Members' Code of Conduct.

**4. Vacancy for Parish Councillor**

To note that no request to fill the vacancy by means of by-election has been received by Chichester District Council and therefore the Parish Council may fill its vacancy by co-option and a notice will be posted inviting applications.

**5. Minutes**

- i) To approve as an accurate record the minutes of the Full Parish Council meeting held on 10 January 2024. (These minutes have been circulated to members prior to this Meeting.)
- ii) To report on action points from the previous meeting on items not otherwise included in this Agenda

**6. Public Participation**

Members of the public present may make representations or raise questions on issues included on the agenda. This session to be conducted in accordance with Standing Order 3 e to 3 k.

**7. Chichester District Councillor Report**

To receive a report from the District Councillor, Councillor John Cross.

**8. West Sussex County Councillor Report**

To receive a report from the County Councillor, Councillor Tom Richardson

**9. Budget**

To consider the recommendations of the Finance Committee and agree the budget and Council Tax requirement for 2024/25.

**10. Finance and Governance**

- i) To note the payments and receipts to end December 2023 excluding salaries
- ii) To note any payments made in excess of £500 end December 2023 excluding salaries.

**11. Katherine Maud Guillod Fund**

To receive a report from Councillor Gillian Charlesworth and to consider recommendations therein.

**12. CIL Projects**

- i) To note that the CIL Annual Monitoring Report 2022/23 was submitted at the end of December and has been published on the website.
- ii) To consider an application to fund 50% of the cost of a new noticeboard at Selham.

**Recommended** that a payment of £850 be made from the CIL reserves towards the cost of the purchase of a new noticeboard to be sited at Selham.

- iii) To note that the costs of a new website are being researched and a report will be delivered for the next Parish Council Meeting.

**13. Planning Applications and Decisions**

- i) To consider the Council's observations on the SDNP planning applications made since last meeting (see attached list)
- ii) To note the SDNP planning decisions made since last meeting (see attached list).

**13. Correspondence**

To note any items of correspondence received since last meeting.

**14. Reports**

To receive reports from Councillors in respect of any meetings, courses and/or seminars since last meeting.

## **15. Parish Matters**

To receive verbal update reports in respect of the following items:

- i) Rights of Way and Highways
- ii) Recreation Ground
- iii) Empire Hall
- iv) Selham and Ambersham
- v) Environment

## **16. Agenda Items for Future Meetings**

To include:

- Governance Documents and Policies

## **17. Date of Next Meeting**

To note that the next Full Parish Council is scheduled to take place on Wednesday 10 January 2024.

### **Public Attendance**

Members of the public are very welcome to attend this meeting. If you would like to make comments or have a view on any item on this Agenda you wish to have taken into consideration, you are invited to write to the Clerk or contact a Parish Councillor prior to the meeting.

### **Filming and Use of Social Media**

During this meeting the public are permitted to film the Council in the public session of a meeting or use social media, providing it does not disrupt the meeting. The audience should not be filmed. You are encouraged to let the Clerk know in advance if you wish to film. All members of the public are requested to switch their mobile devices to silent for the duration of the meeting. (The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012).

