

GRAFFHAM PARISH COUNCIL

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FULL COUNCIL MEETING Wednesday 6 December 2023

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 6 December** commencing at **7.00pm**

29 November 2023

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. Casual Vacancy for Parish Councillor

- i) To note the resignation of Councillor Jon Warren.
- ii) To note that the casual vacancy for a Parish Councillor has been advertised and unless 10 or more electors for the Parish write to the Returning Officer at Chichester District Council requesting a by-election, the Parish Council may fill the vacancy by co-option.

5. Minutes

- i) To approve as an accurate record the minutes of the Full Parish Council meeting held on 4 October 2023. (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. Traffic Issues

To receive a verbal report from Councillor Joanna Morris in respect of traffic issues in the Graffham and neighbouring parishes.

Recommended that a working party be formed

10. Planning Applications and Decisions

- i) To consider the Council's observations on the SDNP planning applications made since last meeting:

SDNP/23/03780/HOUS Nampara, The Street. Single storey side and rear extension. Replacement porch. Removal of bay window to be replaced with sash. Demolition of existing garage (flint wall retained) and erection of a replacement garage. Annex conversion

- ii) To note the SDNP planning decisions made since last meeting (see attached list).

11. Finance and Governance

- i) To note the payments and receipts to end October 2023
ii) To note any payments made in excess of £500
iii) To consider funding for War Memorial Bollards

12. CIL Projects

To receive update report from the Clerk in respect of CIL projects.

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:

- Budget
- 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.

18. Exclusion of the Press and Public

Recommended that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

19. Financial Issues

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).

