GRAFFHAM PARISH COUNCIL

 Caroline Davison

 Clerk to the Council

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**FULL PARISH COUNCIL MEETING**

**Wednesday 12 June 2024**

 Councillors are hereby summoned to attend the Annual Council Meeting

of Graffham Parish Council to be held in the

Committee Room in the Empire Hall, Graffham,

on **Wednesday 12 June 2024** commencingat **7.00pm**

7 June 2024 Caroline Davison

Parish Clerk

**AGENDA**

1. **Welcome**
2. **Apologies for Absence**

To receive apologies for absence and approve reasons for absence.

1. **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.

1. **Vacancies for Parish Councillors**

i) To consider any applications for candidates for co-option to the two vacant seats on the Parish Council.

ii) To receive Declarations of Acceptance of Office from successful candidates and welcome to the Council.

1. **Minutes**
2. To approve as an accurate record the minutes of the Full Parish Council meeting held on 8 May 2024. (These minutes have been circulated to members prior to this Meeting.)

**8. 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.

**9. Internal Auditor’s Report**

To receive the final report of the Internal Auditor. (See Appendix I)

**10. Annual Governance Statement 2023/24**

To consider and agree the Annual Governance Statement 2023/24(See Appendix II)

**11. Statement of Accounts 2023/24**

To consider and agree the Statement of Accounts 2023/24 (See Appendix II)

**12.** **Governance Documents**

To note that governance documents will be reviewed at the Full Parish Council Meeting to be held on 3 July 2024.

**13. CIL**

i) To receive a report in respect of the purchase of the tractor mover for the Recreation Ground

ii) To note that the Annual CIL Monitoring Report for 2023/24 has been submitted and published on the website in accordance with statutory requirements.

**14. Planning Applications and Decisions**

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

 SDNP/24/01348/FUL

 The Paddocks, Selham Road, South Ambersham, Graffham, West Sussex, GU29 OBX

 Erection of L shaped block of 9 No stables

 SDNP/24/01767/CND

 Squirrels, Graffham Street, Graffham, West Sussex GU28 0NL

Replacement of existing timber windows with triple glazed aluminium. Guttering and front door (Variation of condition 3 from planning permission SDNP/23/03005/HOUS Replace existing timber windows with triple glazed aluminium in white).

ii) To note the SDNP planning decisions made since last meeting:

 SDNP/24/01516/TCA Tree in a Conservation Area

 Church Cottage, Graffham Street, Graffham, West Sussex GU28 ONJ

 Notification of intention to reduce height by u to 6m, reduce east, north and south sectors by approximately 2m and west sector by up to 1.5m Cedar Tree

**15. Seaford College Access**

To note that discussions and decisions in respect of this matter have been carried forward to the next Full Parish Council Meeting to be held on 3 July 2024.

**16. Correspondence**

To note any items of correspondence received since last meeting.

**17. Reports**

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

**18. Parish Matters**

**T**o receive verbal update reports in respect of the following items:

1. Rights of Way and Highways
2. Recreation Ground
3. Empire Hall
4. Selham and Ambersham
5. Environment

**19. Agenda Items for Future Meetings**

**20. Date of Next Meeting**

To note that the next Full Parish Council Meeting is scheduled to be held on 3July 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.