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| **logo1****Birdham Parish Council**28 Langdale Avenue, Chichester, West Sussex, PO19 8JQTel : 01243 790402 Fax : 01243 784478Email : clerk@birdhamparishcouncil.org.uk Website : [www.birdham.org.uk](http://www.birdham.org.uk)**Clerk to the Council : David J Siggs** |  |

**ANNUAL MEETING OF THE PARISH COUNCIL**

I hereby give you notice that the Annual Meeting of Birdham Parish Council is to be held on **Monday 15th May 2016 in the Main Hall at Birdham Village Hall at 7pm** and all members of the Council are hereby summoned to attend

David J Siggs

David J Siggs - Clerk to the Council

**AGENDA**

1. Election of Chairman

2. Election of Vice-Chairman

3. Public Question Time. In accordance with Standing Orders 1d – 1l

4. Declaration of interests

5. Approve and sign the minutes of the meeting held on 10th April 2017

6. Planning matters including applications and CDC decisions

 i) Applications to be decided.

BI/17/00952/DOM - Mr J Worrall Orchard Cottage Church Lane Birdham

Proposed alterations and extension of garage to include cycle store and storage loft above.

BI/17/01105/ELD - Mr P Knappett Kellys Farm Bell Lane Birdham Chichester

Occupation of dwelling.

BI/17/01163/PLD - Mrs Sarah Poulter Field North West Of The Saltings Crooked Lane Birdham

To establish that planning permission (ref: BI/16/01809/FUL) was lawfully implemented on or before 29 November 2016 by the carrying out of material operations and, therefore, the development permitted by the planning permission can be lawfully carried out, pursuant to that permission, after 29 November 2016.

ii) Delegated Decisions – If any to be noted

BI/17/00515/DOM Mr And Mrs Kane And Iwa Pirie Navarre Lodge Westlands Lane Birdham

New single storey garage barn and courtyard. **PERMIT**

BI/16/02316/LBC Mr Chrisopher Mould The Old Mill Lock Lane Birdham

Change of use of store rooms to a dwelling, rear extension and conversion repair works. **PERMIT**

BI/16/02317/FUL Mr Chrisopher Mould The Old Mill Lock Lane Birdham

Change of use of store rooms to a dwelling, rear extension and conversion repair works. **PERMIT WITH S106**

BI/17/00494/LBC Mr & Mrs Wheeler Hammonds Farm Westlands Lane Birdham

Amendment to application 14/03009/LBC to replace a permitted roof light with a dormer window. **PERMIT**

7. To appoint Members to outside bodies; (See Annex a)

 i) Chichester District Association of Local Councils (CDALC)

 ii) Village Hall Trustees

 v) Peninsula Community Forum

8. To consider and approve Councillor Membership of the following committees and working groups. (See Annex A)

 i) Staffing Committee

 ii) Communications Working Group

iii) Resilience/Emergency Planning Working Group

iv) Play Park & Playing Field

9. Clerk’s Report including:

 i) WSCC Reports, highways matters and correspondence

 ii) CDC reports including correspondence

 iii) Reports from Members of WSCC/CDC if appropriate

 v) Other related matters

10. Finance

i) To receive and approve a financial report

ii) To determine an application for the 2017 New Homes Bonus (NHB)

iii) To sign section 1 Annual Governance Statement of the Annual Return

iv) To sign section 2 Accounting Statements of the Annual Return

11. Correspondence - **Not** previously circulated to be noted

12. Reports:

 i) Play area and playing field

 ii) Village green and pond

iii) Condition of Village Drain/Ditch Network

 iv) Communication Working Group

 v) Other –

13. Reports of meetings attended by councillors

14. Date of next meeting 19**th June 2017**

**Filming of Parish Council meetings and use of social media:**

During this meeting the public are allowed to record or film the meeting or to use social media, providing it does not disrupt the meeting. You are encouraged to let the Parish Clerk know in advance if you wish to record or film. Mobile devices should be switched to silent for the duration of the meeting

**THE PUBLIC HAVE A RIGHT TO ATTEND ALL MEETINGS**

 **OF THE COUNCIL AND ARE MOST WELCOME**

**Annex A**

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**Current Outside Body Appointments**

|  |  |
| --- | --- |
| Body | With Effect From 16th May 2016 |
| CDALC | ChairmanVice-Chairman |
| Village Hall Trust | Cllr BirdVacancyCllr ChurchillVacancy |
|  |  |
| Peninsula Forum | All Councillors |

**Membership of Committees/Working Groups**

|  |  |
| --- | --- |
| Committee/Group | With Effect From 16th May 2016 |
| Play Park & Playing Field | Cllr ChurchillVacancy |
| Staffing Committee | Cllr Campbell2 x vacancies |
| Communications Working Group | Cllr Pocock2 x vacancies |
| Planning Committee | All Councillors |
| Resilience/Emergency Planning | Cllr FirmstonVacancyCllr PocockVacancy (CDC) |