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

**MEETING OF THE PARISH COUNCIL**

Members are hereby summoned to attend the Meeting of Birdham Parish Council to be held at 7pm on Monday the **18th June 2018 in the Main Hall at Birdham Village Hall, Birdham.**

**David J Siggs**

David J Siggs - Clerk to the Council

**AGENDA**

1. Election of Chairman for the Council year.
2. Declaration of interests.

i) To receive **Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

ii)  To consider any **Dispensation Requests** received by the Clerk not previously considered.

1. Approve and sign the minutes of the meeting held on 21st May 2018.
2. Public Question Time: (In accordance with Standing Orders 1d – 1l)
3. Planning matters including applications and CDC delegated decisions. Consider and resolve the council’s response to planning applications listed below plus any other planning applications advised by Chichester District Council and available on its website between the circulation of this agenda and the meeting to which it pertains. (Such planning applications which arrive after the preparation of this agenda that are considered at the meeting may be subject to review at a later stage).
4. Planning Applications **to be decided.**

BI/18/01105/DOM Hammonds Farm, Westlands Lane,

Replacement part of the East Boundary wall

BI/18/01280/FUL - Hundredsteddle Farm, Unit 1 , Hundredsteddle Lane, Birdham

Continuation of use of building for the repair of cars.

BI/18/01163/LBC - Fir Trees Shipton Green Lane West Itchenor Chichester

Repair and restoration works.

BI/18/01375/DOM - Dove House, Church Lane, Birdham,

Single storey front extension to garage to form repositioned garage, bathroom, workshop,

bedroom, utility and lobby.

1. Delegated Decisions **to be noted.**

BI/18/00895/DOM Hundred Steddles House Hundredsteddle Lane Birdham

Erection of garden store/garage. Alternative to permission BI/14/00036/DOM. **PERMIT**

1. Clerks Report including:
2. WSCC Reports, highways matters and correspondence
3. CDC Reports including correspondence
4. To receive reports from Division Members of WSCC and Ward Members of CDC as appropriate.
5. Other related matters

7.Finance and Corporate:

i) To receive and approve a financial report.

ii) To note the report and comments by the Internal Auditor on the 2017-18 accounts.

1. To adopt and sign Section 1 - the Annual Governance Statement for 2017-18.
2. To adopt and sign Section 2 - the Accounting Statements for 2017-18.
3. To adopt the Bank Reconciliation for the year ending 31st March 2018.
4. To determine the next step in claiming NHB funding by the latest 30th July 2018.
5. Correspondence - **Not** previously circulated to be noted.

9. Reports

i) Play area and playing field

1. Village Green and pond
2. Condition of Village Drain/Ditch Network
3. Communication Working Group
4. Community Resilience
5. Other -
6. Reports of meetings attended by Councillors

11. Items for inclusion on next agenda.

12. Date of Next Meeting  **7pm on Monday 16th July 2018 in the Village Hall.**

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

During this meeting residents 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 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**