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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 21st May 2018 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 16th April 2018

6. Planning matters including applications and CDC decisions

 i) Applications **to be decided.**

BI/18/00750/DOM - Miss Shazia Mahmood Cross Trees  Burlow Close Birdham

Proposed single storey extension & garage conversion.

BI/18/00814/DOM - Mr Charles Sharpe Bell Inn Bell Lane Birdham

Dormer window to front and rear elevations, new perimeter fencing, oak framed entrance porch, oak framed covered parking and storage/ play room/studio above. New gates and planting to perimeter.

BI/18/01100/DOM – Farne House, Court Barn Road, Birdham

Proposed 2 storey extensions and alterations.

ii) Delegated Decisions – **If any to be noted**

BI/18/00509/PLD Mr Tom Collins 33 Longmeadow Gardens Birdham

Proposed lawful development for a single storey rear extension. **REFUSE**

BI/17/03644/FUL Mr & Mrs Slatter Fairways Westlands Estate Birdham

 Demolition of dwelling and ancillary buildings, construction of 1 no. 5 bed house and annexe. Variation to plans of planning permission BI/17/03014/FUL) to include addition of overhanging eaves and external aluminium. **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 & Corporate

i) To receive and approve a financial report

ii) To determine any applications for the 2017 New Homes Bonus (NHB)

iii) To consider adopting the Model Standing Orders 2018.

iv) To consider adopting the Complaints Procedure 2018.

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 18**th June 2018**

**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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**Outside Body Appointments**

|  |  |
| --- | --- |
| Body | With Effect From 15th May 2017 |
| CDALC | All Councillors |
| Village Hall Trust | Cllr BirdCllr RichardsonCllr ChurchillCllr Campbell |
|  |  |
| Peninsula Forum | All Councillors |

**Membership of Committees/Working Groups**

|  |  |
| --- | --- |
| Committee/Group | With Effect From 15th May 2017 |
| Play Park & Playing Field | Cllr ChurchillCllr Richardson |
| Staffing Committee | Cllr CampbellCllr HamiltonCllr Firmston |
| Communications Working Group | All Councillors |
| Planning Committee | All Councillors |
| Resilience/Emergency Planning | Cllr FirmstonCllr CampbellCllr BirdCllr HamiltonCllr PocockMr Guy Barton |