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| **logo1**  **Birdham Parish Council**  28 Langdale Avenue, Chichester, West Sussex, PO19 8JQ  Tel : 01243 790402 Fax : 01243 784478  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** |  |

**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 20th May 2019 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 15th April 2019

6. 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).

i) Planning Applications **to be decided.**

BI/19/01059/FUL - Chichester Yacht Club Chichester Yacht Club Chichester Marina Birdham

Proposed pergola with adjustable and opening roof louvres and sliding retractable windows.

BI/19/00752/LBC - The Old Bird And Ham Main Road Birdham

Strip back and remove old render and re-render the front of the property and repaint white matching the original finish.

BI/19/01137/DOM - Fir Trees Shipton Green Lane West Itchenor

Restoration of ground floor staircase.

BI/19/01145/LBC - Fir Trees Shipton Green Lane West Itchenor

Restoration of ground floor staircase.

BI/19/01147/TPA - Former Rowan Nursery Bell Lane Birdham

Removal of 1 no. branch at 1.5m (above ground level) extending southwards on 1 no. Corsican Pine tree (quoted as no. 14) within Group, G1 subject to BI/83/00023/TPO.

BI/19/01033/DOM - Merrieweather 18 Greenacres Birdham

Side extension of the existing garage to include a gym and store.

BI/19/01069/FUL - 2-4 Birdham Business Park Birdham Road Birdham

Replacement of dust extraction unit.

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

BI/19/01029/TPA- The Snipe Lock Lane Birdham

Fell 1 no. Sycamore tree (marked on plan as T1) within Group, G subject to BI/98/00035/TPO

**WITHDRAWN**

# BI/18/02785/DOM - Ayton 14 Longmeadow Gardens Birdham

Single storey rear extension. **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 for list of those appointed for 2018-19)

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 approve and sign the Part 2 AGAR - Annual Governance Statement 2018/19.

iii) To approve and sign the Part 2 AGAR – Accounting Statements 2018/19.

iv) To set the date of the Annual Parish Meeting (APM)

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 **7pm on Monday 17th June 2019 in the Village Hall.**

**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 21st May 2018 |
| CDALC | All Councillors |
| Village Hall Trust | Cllr Bird  Cllr Richardson  Cllr Churchill  Vacant |
|  |  |
| Peninsula Forum | All Councillors |

**Membership of Committees/Working Groups**

|  |  |
| --- | --- |
| Committee/Group | With Effect From 21st May 2018 |
| Play Park & Playing Field | Cllr Churchill  Cllr Richardson |
| Staffing Committee | Cllr Campbell  Cllr Hamilton  Cllr Firmston |
| Communications Working Group | All Councillors |
| Planning Committee | All Councillors |
| Resilience/Emergency Planning | Cllr Firmston  Cllr Campbell  Cllr Bird  Cllr Hamilton  Cllr Pocock  Mr Guy Barton |