



**Notice of the Remote Annual Parish Council Meeting
On Monday 18th May 2020**

DUE TO THE CORONAVIRUS EMERGENCY THE MEETING WILL BE HELD USING A REMOTE VIDEO PLATFORM ONLINE
To join the meeting contact the Clerk for the link and password

And you are Hereby Summoned to Attend

THE PUBLIC & PRESS ARE WELCOME & ENCOURAGED TO ATTEND

AGENDA

1. Apologies
2. Declaration of interests:
 - i) To receive **Declarations of Interest** on items included on the agenda
 - ii) To consider any **Dispensation Requests**
3. Approve and sign the minutes of the meeting held on 20th April 2020.
4. Motion to maintain councillor appointments until May 2021
5. Public Question time from residents of Birdham in accordance with Standing Orders 1d -11
6. Planning matters including appeals, applications and CDC delegated decisions.
 - i. Notifications of new Planning Enforcement Notices
 - ii. Notifications of Planning Appeals
 - iii. Updates on Planning Enforcements
 - iv. Planning applications to be decided:

Planning application number	Address	Details	Deadline for comments
BI/20/00981/FUL	Farne House, Court Barn road PO20 7BQ	swimming pool and pool plant room	26th May
BI/20/00859/DOM	the white cottage, sidlesham lane	Demolition of existing single storey bed, dining / kitchen. Erection of two storey extension,	26th May
		comprising hall, utility at ground floor and 2 no. bedrooms and 1 no. en-suite together with various alterations	

- v. Delegated decisions to be noted

Planning application number	Address	Details	Decision
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20/00489/DOM	Morello, Cherry Lane, Birdham, Chichester, West Sussex, PO20 7AR	Two storey side extension and alterations.	PERMIT
BI/20/00481/DOM	Ambler , 12A Burlow Close, Birdham, PO20 7ES	Demolition of 2 no. garages, construction of new rear and side extensions.	PERMIT
BI/20/00633/DOM	Waders, Westlands Estate, Birdham, Chichester, West Sussex, PO20 7HJ	Two storey extension with dormer window, loft conversion, roof windows, new canopy to existing main entrance, porch to secondary door, conversion of garage into habitable accommodation and external cladding	PERMIT
BI/20/00546	Salthouse Martins Lane PO20 7AU	First floor extension and conversion of part of roof void including 2 dormer windows Single storey ground foor ext and replacement porch. Assct internal and external alterations	PERMIT

- vi. Report back from Birdham meeting with CDC Andrew Frost re CDC Local Plan and Birdham Neighbourhood Plan.
- vii. Site for SECAMB to have a response post

6. To receive the Annual report from WSCC member for Birdham.

7. To receive Annual reports from CDC members for Birdham.

8. Clerk's Report:

- i) Internal Auditor's report
- ii) Appointment of Internal Auditor for 2020 - 21
- iii) Approval of Annual Audit
- iv) Approval of Standing Orders/Financial Regulations/Asset Register/ Risk Assessment
- v) Approval of purchase of laptop for clerk
- vi) To approve the Payments for consideration
- vii) To approve Financial report to include Bank reconciliation
- viii) Update on GDPR
- ix) Playground tractor – confirmation of item
- x) Correspondence received by clerk/other information of note

10. CIL and NHB awards

11. Councillor Reports

- i) Play area and playing field
- ii) Village Green and pond
- iii) Communication Working Group
- iv) Community Resilience
- v) MPAG

12. Reports of meetings attended by Councillors.

13. Items for inclusion on next agenda.

14. Date of Next Meeting:

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.