

TANGMERE PARISH COUNCIL



Louise Steele
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MEMBERS OF TANGMERE PARISH COUNCIL ARE HEREBY SUMMONED:-

TO THE ANNUAL MEETING OF THE COUNCIL TO BE HELD AT
7.00PM ON THURSDAY, 12 MAY 2022
AT THE VILLAGE CENTRE, MALCOLM ROAD, TANGMERE PO20 2HS

*ALL MEMBERS OF THE PUBLIC HAVE A RIGHT, AND ARE WELCOME TO ATTEND,
BUT MAY ONLY SPEAK AT THE INVITATION OF THE CHAIRMAN.*

8 May 2022

Louise Steele - Parish Clerk

AGENDA

- 1. Election of Chairman**
To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.
- 2. Election of Vice-Chairman**
To elect the Vice Chairman of the Council and to receive the Vice Chairman's Declaration of Acceptance of Office
- 3. Apologies**
To receive apologies for absence and approve reasons for absence.
- 4. Declarations of Interest**
To receive from Members any declarations of disclosable pecuniary and non-pecuniary interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Tangmere Members' Code of Conduct.
- 5. Public Participation**
Members of the public present may make representations or raise questions on issues included on the agenda. This session to be conducted in accordance with Standing Order 3 e to 3 k.
- 6. Minutes**
To approve as an accurate record the minutes of the meeting held on 17 March 2022 (**Supporting Papers pp 1 to 4**).

7. Minutes & Reports from Committees

To receive the draft minutes and oral reports from Committee Chairman for the meetings indicated:

- i. Environment Committee –5 April 2022 (**Supporting Papers to follow**)
- ii. Village Centre Committee –12 April 2022 (**Supporting Papers to follow**)
- iii. Finance Committee –26 April 2022 (**Supporting Papers to follow**)

8. Reports from Working Parties

To receive oral reports from the working parties indicated:

- Allotments Working Party
- Covid-19 Working Group
- Tangmere Action Group
- Tree Planting Working Party
- Strategic Development Master Plan Working Party

9. Membership of Committees

To appoint the membership of the Council's Committees. Membership as at the end of 2021/22 shown below:

FINANCE COMMITTEE

Cllr Beach
Cllr Birkett
Cllr Irwin
Cllr Oakley
Cllr Stanbridge

ENVIRONMENT COMMITTEE

Cllr Beach
Cllr Birkett
Cllr Blythe
Cllr du Closel
Cllr Irwin
Cllr Oakley
Cllr Ware
Vacancy

VILLAGE CENTRE

Cllr Birkett
Cllr Irwin
Cllr Oakley
Cllr Ware
Vacancy

APPEALS PANEL

Cllr Birkett

10. Working Parties

To review the purpose and terms of reference the Council's Working Parties and to agree those that should continue for the civic year. (**Supporting Papers pp 5 to 6**)

11. Representatives to Outside Bodies

To appoint Council representatives to outside bodies (**Supporting Papers p 7**)

12. Standing Orders

To review and adopt Standing Orders for the Council (view online at <https://tangmere-pc.gov.uk/documents/standing-orders/>).

13. Financial Regulations

To review and adopt Financial Regulations for the Council (view online at <https://tangmere-pc.gov.uk/documents/financial-regulations/>)

14. Scheme of Delegation

To review and adopt the Council's Scheme of Delegation (view online at <https://tangmere-pc.gov.uk/wp-content/uploads/2021/11/Scheme-of-Delegation-May-2021.pdf>)

15. Internal Auditor's Report

To receive the final report of the Internal Auditor dated 12 April 2022 (**Supporting Papers pp 8 to 21 and p 24**)

- 16. Annual Governance Statement 2021/22**
To consider and agree the Annual Governance Statement 2021/22 (**Supporting Papers p 25 – see also p 17**)
- 17. Statement of Accounts 2021/22**
To consider and agree the Statement of Accounts 2021/22 (**Supporting Papers p 26**)
- 18. Appointment of Internal Auditor**
To appoint Mulberry & Co as the parish council's internal auditor for the financial year 2022/23.
- 19. Planning**
To consider the Council's observations on the following planning applications:
- [22/00582/LBC](#)
Installation of cat flap in window. Replacement panel of glass. Install guttering on roadside. Maintenance to timber doorframe and window, replaced like for like.
Amberley Tangmere Road Tangmere Chichester West Sussex PO20 2HW
- [22/00901/TPA](#)
Fell 1 no. Lime tree (T36) and 1 no. Swedish Whitebeam tree (quoted as T6, TPO'd no. T29). Both subject to TG/79/01015/TPO.
1 Duxford Close Tangmere Chichester West Sussex PO20 2JH
- [22/00994/DOM](#)
Replacement of doors and windows with Timberlook PVC doors and windows.

Coachmans 5 St Andrews Lane Tangmere West Sussex PO20 2HQ
- 20. Any other matters for information only**
- 21. Date of next meeting**
The next ordinary meeting of Council is scheduled to be held on Thursday 14 July 2022