

TANGMERE PARISH COUNCIL



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

TO A MEETING OF THE COUNCIL TO BE HELD AT
7.30PM ON THURSDAY 29 SEPTEMBER 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.*

25 September 2022

Louise Steele - Parish Clerk

AGENDA

- 1. Apologies**
To receive apologies for absence and approve reasons for absence.
- 2. 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.
- 3. 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.
- 4. Minutes**
To approve as an accurate record the minutes of the meeting held on 12 July 2022 and of the extraordinary meeting held on 16 August 2022.
- 5. Co-option of Councillor**
To note that the Council currently has two vacancies available to be filled by co-option.

To consider an application for co-option as a Parish Councillor (circulated with this agenda as a confidential document) and if so minded to co-opt a new Parish Councillor.

To receive the Declaration of Acceptance of Office of any new Parish Councillor co-opted at this time.

- 6. Agency Reports**
To consider an oral report from the County and District Councillor (if he is able to attend this meeting which is deferred from 15 September 2022 as a consequence of the death of HM the Queen Elizabeth II).
- 7. Correspondence**
To note correspondence received and consider whether any of the correspondence should form an agenda item at a subsequent meeting Any correspondence to be tabled at the meeting.
- 8. Minutes & Reports from Committees**
To receive the draft minutes and oral reports from Committee Chairman for the meetings indicated:
 - i. Environment Committee – 2 August 2022
 - ii. Village Centre Committee – 9 August 2022
 - iii. Finance Committee – 6 September 2022
- 9. Update from Tangmere Action Group (TAG) re the Village Fete**
To receive an oral report from the Tangmere Action group.
- 10. Community Wardens**
To receive an oral report from Cllr Kate Beach following the recent Community Wardens Steering Group meeting.
- 11. Annual Governance and Accountability Return (AGAR) - Section 3 External Auditor Report and Certificate 2021/22**
To receive the External Auditor Report and Certificate 2021/22 and consider any consequential action to be taken.

To note that a Notice of Conclusion of Audit (which must be displayed by 30 September) together with the full AGAR including the External Auditor's Report and Certificate has been displayed on the Parish Council's website (<https://tangmere-pc.gov.uk/notices/notice-of-conclusion-of-audit-2021-22/>) and external noticeboard since 25 August.
- 12. Option to Opt Out of the SAAA Central External Auditor Appointment Arrangements**
To receive the recent correspondence from the Smaller Authorities' Audit Appointments (SAAA) and to consider whether the parish council should opt out of the SAAA Central External Auditor Appointment Arrangements. Noting that the Clerk & RFO advises in the strongest possible terms that the most cost effective option is not to opt out.
- 13. Infrastructure Business Plan for 2023-28 - Annual Autumn Consultation**
To receive the recent correspondence from Chichester District Council (CDC) about the annual Autumn consultation on the Infrastructure Business Plan for 2023-28.
- 14. Tangmere News**
To consider future arrangements for the "Tangmere News".
- 15. Street Naming**
To consider the correspondence from CDC about Street Naming and recommend a name; noting that the deadline for response has been extended until after this meeting. Informal consultation amongst councillors has indicated support for the name Pear Tree Knap taken from the old tithings maps however, and alternative view has been expressed and the matter is before this meeting for decision.

16. Planning

To consider the Council's observations on the following planning applications (note that the deadline for comments on the first three of these applications has passed and that they may have been determined by the meeting date):

[22/01897/DOM](#)

Proposed conversion of existing outbuilding to ancillary accommodation (annex) to main dwelling.

2 Church Farm House Church Lane Tangmere PO20 2HA

[22/01898/LBC](#)

Proposed conversion of existing outbuilding to ancillary accommodation (annex) to main dwelling.

2 Church Farm House Church Lane Tangmere PO20 2HA

[22/01711/FUL](#)

Change of use of existing restaurant to create 3 no. residential units and erection of 4 no. additional dwellings

Cassons Restaurant Arundel Road Tangmere West Sussex PO18 0DU

[22/02000/DOM](#)

Retrospective 1 no. window and an addition of 1 no. window to north elevation, 1 no. velux roof light to east roof slope.

28 Saxon Meadow Tangmere West Sussex PO20 2GA

[22/02251/TPA](#)

Reduce all trees' heights by up to 3m, reduce north, west and east sectors by 2m on Lime tree (T1), reduce west sector by 2m and south sector by 0.5m on Lime tree (T2), reduce north sector by 4m and south sector by 1m on Lime tree (T3), reduce north and east sectors by 2-3m on Lime tree (T4), reduce west and east sectors by 2m on Lime tree (T5), reduce north sector by 2m on Lime tree (T6), reduce north and south sectors by 2m and east sector by 1m on Lime tree (T7), reduce north and west sector by 2m on Lime tree (T8), reduce east and south sector by 2m and west sector by 1m on Lime tree (T9), reduce north, west and east sectors by 2m on Lime tree (T10) and reduce west, east and south sectors by 2m and north sector by 1m on Lime tree (T11) and crown thin by up to 15% on 11 no. Lime trees (quoted as T1-T11) within Group, G1 subject to TG/08/00192/TPO.

Land North of Garland Square Tangmere West Sussex PO20 2JF

17. Any other matters for information only

18. Date of next meeting

The next ordinary meeting of Council is scheduled to be held on Thursday 10 November 2022