TANGMERE PARISH COUNCIL



Caroline Davison

Clerk to the Council

Tangmere Village Centre

Malcolm Road

Tangmere

PO20 2HH

0203 904 0980

[clerk@tangmere-pc.gov.uk](mailto:clerk@tangmere-pc.gov.uk)

**TANGMERE PARISH COUNCIL**

**FULL COUNCIL MEETING**

**Thursday 7 September 2023**

Councillors are hereby summoned to attend the Full Council Meeting

of Tangmere Parish Council to be held in the Main Hall

Village Centre, Malcolm Road, Tangmere PO20 2HS

on **Thursday 7 September** commencingat **7.00pm**

3 September 2023 Caroline Davison

Parish Clerk

**AGENDA**

1. **Apologies for Absence**

To receive apologies for absence and approve reasons for absence.

1. **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.

1. **Minutes**

To approve as an accurate record:

1. the minutes of the Full Council Meeting held on 6 July 2023
2. the minutes of the Extraordinary Parish Council meeting held on 25 July 2023

(These minutes have been circulated to members prior to this Meeting.)

1. **Chichester District Councillor Report**

To receive a report from the District Councillor, Councillor David Betts.

1. **West Sussex County Councillor Report**

To receive a report from the West Sussex County Councillor, Councillor Simon Oakley, to include update on communications regarding flooding issues at Tangmere A27 roundabout.

1. **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.

1. **Tangmere Strategic Development Location (TSDL) Working Group**
2. To note that Tangmere Parish Council was unsuccessful in its objection to the western side of Saxon Meadow being excluded from the TSDL, a change which was outlined under recent amendments to the original planning application for the new development and approved by CDC at its Planning Committee Meeting held on 16 August 2023.
3. At the Environment Committee Meeting on 1 August 2023, it was agreed to reestablish the TSDL Working Group to represent the Parish Council in future discussions with CDC and the Developer and to keep apace of any future strategic issues affecting the new development.
4. Membership of this working group:

Councillors Andrew Irwin, Simon Oakley, Kate Beach, Donald Wright. The Clerk to attend all meetings.

1. An initial meeting has been scheduled for the beginning of October between the new TSDL working group, CDC and the developer.
2. **Planning Applications and Decisions**
3. To consider the Council’s observations on the CDC planning applications made since last meeting (see attached list).
4. To note the CDC planning decisions made since last meeting (see attached list).
5. To receive an update relating to planning applications in neighbouring parishes to the east of Chichester.
6. **Finance and Governance**
7. To note receipt of the External Audit Report and Certificate
8. Insurance Renewal
9. To note that an additional Finance Committee Meeting has been scheduled for 5 October 2023 to consider income and expenditure for the first six months of the financial year and to start to look at budget for financial year 2024/25 and budgetary constraints.
10. **Grounds Maintenance Schedule – Hedge Reduction**
11. To note proposals to reduce the height of the hedges surrounding the allotments, community orchard, community gardens and memorial gardens and a quotation for these works which need to be carried out in the Autumn months.
12. To consider a funding proposal from the Clerk and RFO for these works.

**Recommended that:**

1. Funding approval is given for the hedge reduction works in Autumn 2023.
2. The grounds maintenance contractor is authorised to undertake the works.
3. **Parish Council Stand at Summer Fair on 16 September 2023**

To consider arrangements for the Parish Council Stand at the Summer Fair.

1. **S106 Projects**
2. To receive and note a written update report from the Clerk.
3. Village Centre Car Park

To consider the amended plans for the Village Centre Car Park following recommendations made at the Extraordinary Parish Council meeting.

1. Kitchenette

Quotations are being obtained for the installation of a kitchenette in the corner of the Youth Hall to offer increased flexibility of use by future hirers. Plans for this kitchenette will be available to view and for comment after this meeting.

1. To note it was agreed that a meeting of the Full Parish Council would be scheduled for Thursday 26 October 2023 to determine which of the Sports & Leisure and Community Facilities projects to progress using S106 funding.
2. **Youth Hall/Hub**
3. To note that the excess furniture and equipment has now been removed from the hall.
4. To consider a proposal to rename the Youth Hall/Youth Hub to Community Hall to reflect its broader current and future use and inclusivity.

**Recommended that** the Youth Hub/Hall is renamed the Community Hall.

1. To note that the hall is currently unavailable to hire until 8 September 2023.
2. **Operation Watershed**
3. To note that an Operation Watershed Application has been submitted to West Sussex County Council for drainage works along the western side of Tangmere Road. The Parish Council agreed at its last Full Council Meeting held on 6 July to the principle of this application. At the Environment Committee Meeting held on 1August the preferred contractor was determined and final content of the application agreed.
4. An application has been made to WSCC for a virement of the reserves of Operation Watershed monies currently held by TPC to be used towards the costs of the new drainage works.
5. **Minutes & Reports from Committees**

To receive and note the draft minutes for the committee meetings indicated:

1. Environment Committee
2. Village Centre Committee
3. Finance Committee

Key items from these meetings requiring action or decision by Full Council have been included on this Agenda.

1. **Tangmere Allotments Advisory Group**

To note that the first TAAG Meeting took place on Tuesday 15 August 2023.

1. **Correspondence**

To note any items of correspondence received since last meeting.

1. **Agenda Items for Future Meetings**

To include:

* Governance Documents and Policies

1. **Dates of Forthcoming Meetings**

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| Date of Meeting | Committee |
| 3 October 2023 | Environment Committee |
| 5 October 2023 | Full Council |
| 17 October 2023 | Village Centre Committee |
| 24 October 2023 | TAAG |
| 26 October 2023 | Full Council – S106 Project Determination Meeting |

**Public Attendance**

Members of the public are very welcome to attend this meeting. If you would like to make comments or have a view on any item on this Agenda you wish to have taken into consideration, you are invited to write to the Clerk or contact a Parish Councillor prior to the meeting.

**Filming and Use of Social Media**

During this meeting the public are permitted to film the Council in the public session of a meeting or use social media, providing it does not disrupt the meeting. The audience should not be filmed. You are encouraged to let the Clerk know in advance if you wish to film. All members of the public are requested to switch their mobile devices to silent for the duration of the meeting. (The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012).

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