

# PATCHING PARISH COUNCIL

To all Members of the Council

YOU ARE HEREBY SUMMONED to attend **The Annual Meeting** of the Council to be held on **Tuesday 4<sup>th</sup> May 2021 at 19.00.**

Please note that due to the current Coronavirus (Covid-19) pandemic, this meeting will be held remotely (via Zoom Video Conferencing) and is to be delivered within "The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 that are currently enacted for Meetings on and up to 7 May 2021. For further information see The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020.

<http://www.legislation.gov.uk/uksi/2020/392/contents/made>

**Public Questions and Meeting Access:** Members of the Public are invited to submit questions for consideration at the Meeting, to the Council by 5pm on Saturday 1<sup>st</sup> May 2021, via email to [patchingpc@gmail.com](mailto:patchingpc@gmail.com)

---

## **AGENDA**

### **1. ELECTION OF CHAIRMAN**

To elect Chairman of the Parish Council for the coming year.

### **2. SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE BY THE CHAIRMAN**

### **3. APOLOGIES FOR ABSENCE**

### **4. DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTERESTS ON AGENDA ITEMS**

*Members are reminded to make any declarations of personal and/or prejudicial pecuniary interests that they may have in relation to items on this Agenda.*

### **5. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 FEBRUARY 2021**

### **6. CHAIRMAN'S REPORT**

To receive the Chairman's Report

### **7. CLERKS REPORT**

To receive the Clerk's Report for items that are not on the agenda and do not require a decision.

### **8. PUBLIC CONSULTATION**

Members of the Public are invited to submit questions for consideration at the Meeting, to the Council by 17:00 on Saturday 1<sup>st</sup> May 2021 via email at [patchingpc@gmail.com](mailto:patchingpc@gmail.com)

For further information on how to view and listen to the remote meeting, please contact the Clerk at [patchingpc@gmail.com](mailto:patchingpc@gmail.com) for access information.

# PATCHING PARISH COUNCIL

## 9. REPORT FROM WEST SUSSEX COUNTY COUNCILLOR

## 10. REPORT FROM ARUN DISTRICT COUNCILLOR

## 11. REPORT FROM PCSO

## 12. SOUTH DOWNS NATIONAL PARK AUTHORITY

1. To receive an update from SDNPA on Patching Pond
2. Any other matters.

## 13. PLANNING

1. Case no: SDNP/21/01757/HOUSE

**Location:** Saddlestones The Street Patching West Sussex BN13 3XF

**Proposal:** Retrospective application for potting shed/greenhouse, and fruit cage.

**Closing Date for Comments:** 10<sup>th</sup> May 2021

2. Case no: SDNP/21/01686/HOUS

**Location:** Green Oak House Coldharbour Lane Patching Worthing West Sussex BN13 3XE

**Proposal:** Garden shed, installation of air source heat pump and extension to drive and parking area.

**Closing Date for Comments:** 10<sup>th</sup> May 2021

3. Dark Skies Webinar

## 14. CPRE SUSSEX – Quiet Lanes

To consider and agree a council response to the communication received.

## 15. APPOINTMENT OF PARISH COUNCILLORS TO REPRESENT THE COUNCIL ON OTHER ORGANISATIONS

Joint Eastern Arun Area Committee (JEAAC, Arun District Association of Local Councils (ADALC), West Sussex Association of Local Councils (WSALC) and any other organisations.

## 16. FINAL ACCOUNT AND ANNUAL RETURN 2020/2021

1. To receive and approve the final accounts for the financial year ended 31<sup>st</sup> March 2021.
2. To approve the Annual Governance and Accountability Return 2020/2021

## 17. FINANCIAL REPORTS

1. Income and Expenditure
2. List of payments
3. Bank Reconciliation
4. Audit

## 18. FINANCIAL REGULATIONS

To consider adoption of the latest Financial Regulations.

# PATCHING PARISH COUNCIL

## 19. Code of Conduct, Register of Interests and Email Addresses

To consider the adoption of the Arun District Council Code of Conduct and to receive the Clerk's verbal report on the following:

1. Code of Conduct.
2. Members Declaration.
3. Register of Interests.
4. Email Addresses.

## 20. PUBLICATION SCHEME

To consider and agree the Publication Scheme as required by the Freedom of Information Act.

## 21. DEFIBRILLATOR

1. To receive the report from Rick Romero, RFO.
2. To consider and further costs involved.

## 22. PADLOCK ON GATE

To receive the report from RFO and to consider costs involved.

## 23. PUBLIC NOTICEBOARD

1. To consider the safety and use of the noticeboard.
2. To consider and agree if necessary, any costs involved/quotations received, to enable safe use of the public noticeboard.

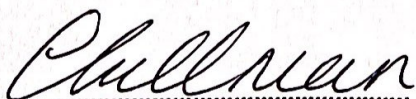
## 24. MINUTES LOCATION

To agree the location of where the hard copy, wet signed minutes are to be kept.

## 25. ANY URGENT MATTERS, FOR INFORMATION PURPOSES ONLY, ARISING SINCE THE PREPARATION OF THE AGENDA.

## 26. DATE, TIME AND LOCATION OF NEXT MEETING

1. To agree the date and time of the next meeting for 19<sup>th</sup> August 2021 at 19:00.
2. To consider the provision of location for the next meeting in accordance with current legislation available.



Claire Fullman  
Clerk for Patching Parish Council

Date 27 April 2021