

PATCHING PARISH COUNCIL

To all Members of the Council

You are hereby summoned to attend an ordinary meeting of the Parish Council, to be held at The Junction, Clapham on Thursday 16 May 2019 at 7.30 pm.

Marc Pinnell
Chairman

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AGENDA

1. EVACUATION PROCEDURES
2. APOLOGIES
3. ELECTION OF COUNCILLORS AND CHAIRMAN
 - Register of Interests and Code of Conduct Forms
4. DECLARATION OF INTERESTS

The Meeting will now be suspended.

5. ANNUAL PARISH GENERAL MEETING AND PUBLIC QUESTIONS

The Meeting will now be resumed.

7. **MINUTES:** confirm the Minutes of the Ordinary Council Meeting held on Thursday 4th February 2019.
8. **MATTERS ARISING from and PROGRESS ON ACTIONS** (if not listed elsewhere in the Agenda) of AGM held on 17th May 2018 and PC Meeting on 4th February 2019)
9. **CHAIRMAN'S REPORT & URGENT ITEMS**
10. **REPORTS:**
 - Arun District Council (ADC) - Ward Councillor
 - West Sussex County Council (WSCC) - Division Councillor
 - South Downs National Park Authority (SDNPA) - SDNPA Representative
 - Joint Downland Area Committee - Parish Council Representative
11. **FINANCE, INCLUDING APPROVAL OF EXPENDITURE & ADMINISTRATION**
 - Finance Report on current position
 - Approval of agreed expenditure
 - Signing of cheques

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Parish Council Annual Audit - RFO

- a. Review of Annual Governance Statement & Risk Assessment
- b. Approval of Annual Governance Statement & Risk Assessment
- c. Consideration, Approval and Signature of the Accounting Statements & Variances
- d. Certificate of Exemption

11. COMMUNITY ACTION

- Hall and Woodhouse Invitation
- Any Other Matters Arising

12. PLANNING (UNDER SDNPA) & LICENSING (UNDER ADC)

Planning: Water Lane Stop Notice

Licensing: Nil

13. PARISH CORRESPONDENCE

- Various emails reference other items discussed elsewhere.
- WSCC PROW

14. TRAINING, EMPLOYMENT & APPOINTMENTS

- Recruitment of a new clerk
- Training of a new Responsible Financial Officer (RFO)

15. GDPR

- Standing agenda item

16. DATES FOR 2019 MEETINGS

- Thursday 15th August 2019 (ordinary) (provisional)
- Thursday 14th November 2019 (ordinary and Precept) (provisional)