

EARNLEY PARISH COUNCIL

1 Charlmead, East Wittering, Chichester, West Sussex, PO20 8DN
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Agenda for Earnley Parish Council Meeting to be held on the 19th July 2018

I hereby give notice that a meeting of Earnley Parish Council is to be held on 19th July 2018 commencing immediately after the Planning Committee Meeting at Bracklesham Barn, Beech Avenue, Bracklesham and all members are hereby summoned to attend.

74.18 PUBLIC QUESTION TIME ON MATTERS ON THE AGENDA

75.18 PCSO JASON LEMM - Arun & District Prevention Team

76.18 COUNTY COUNCILLOR'S REPORT

77.18 DISTRICT COUNCILLORS' REPORT

78.18 CODE OF CONDUCT

1. Declarations of Interest on items included on the agenda
2. Dispensation requests

79.18 HEALTH AND SAFETY

1. Parish Council Office - Office Inspection to take place
2. Parish Council Assets

80.18 MINUTES - to agree and sign the minutes of the meeting held on 24th May 2018

81.18 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA

82.18 ANNUAL MEETING OF ELECTORS - 17th May 2018

- a) Minutes - review

83.18 POLICY REVIEW and NEW POLICES

1. Data Protection Policy - review and adoption
2. Staff IT Security Policy - review and adoption
3. Councillor IT Security Policy - review and adoption

84.18 GDPR - 25th May 2018

1. Data Audit - report attached
2. Data Cleansing - Councillors and Clerk
3. Data Protection Officer - to sign contract
4. IT Support - report to follow
5. Website
 - 5.1 Privacy Notice
 - 5.2 Data Subject Access & the Data Protection Act Notice
6. Data Sharing Contracts

By resolution the Parish Council may decide to exclude the Press and Public from any part of the meeting ¹

¹ Public bodies (Admission to Meetings) Act 1960

85.18 FINANCE

- a) Bank Balances as at date of meeting
- b) Approval of Parish Council payments and authority to sign cheques
- c) Financial Statement - April, May and June 2018
- d) Transparency Act Year ended 31 March 2019- First Quarter
- e) Finance Review Year ended 31 March 2019, First Quarter - Cllr. Carey to report
- f) Budget Monitoring - year ended 31st March 2019
- g) VAT Claim - year ended 31st March 2018
- h) Local Government Pension Scheme - Data Sharing Agreement
- i) Noticeboard Clappers Lane
- j) Highway Verge - Grass Cutting
- k) Councillor Training Plan

86.18 ENVIRONMENTAL MATTERS

1. Flood Prevention Update - Cllr. Carey
2. Public Rights of Way and map update - Cllr. Stant
3. Chichester District Council - Adopt an Area
4. Emergency Plan - Cllr Charter

87.18 PARISH PLAN 2016 -2021 - OBJECTIVES

- 1) Objective 1: To ensure that people drive within the speed limits with Earnley Parish - report from Working Party
- 2) Objective 5: To encourage community involvement and establish community volunteer groups within all areas of Earnley Parish
 - 4.1 WWI Centenary
 - a) Commemoration Event
 - b) Grant Funding Chichester District Council
 - c) WWI Airfield Earnley - commemorative plaque

88.18 HIGHWAYS

1. A27 -update
2. Bus Route - Asda
3. Speeding on Batchmere Road

89.18 EARNLEY CONCOURSE/EARNLEY PLACE

1. Events of 17th June 2018
2. Ownership

90.18 RICHARDSON/SOUTH DOWNS HOLIDAY VILLAGE

91.18 EMPLOYMENT UPDATE

1. Recommendations of Employment Committee meeting held on 28th June 2018
2. Minutes of Employment Committee to agree and sign the minutes of the meeting held on 28th June 2018
3. Clerks hours worked for first quarter

92.18 REPORT ON EXTERNAL MEETINGS

93.18 CLERK'S REPORT AND CORRESPONDENCE

94.18 ITEMS FOR FUTURE AGENDAS

Signed L. Chater

Clerk Earnley Parish Council

Dated 11th July 2018

Filming of meetings and use of social media

During this meeting, the public can film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting.

If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking.

The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.