

## **EARNLEY PARISH COUNCIL**

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Agenda for Earnley Parish Council Meeting to be held on the 27<sup>th</sup> September 2018

I hereby give notice that a meeting of Earnley Parish Council is to be held on 27<sup>th</sup> September 2018 commencing immediately after the Planning Committee Meeting at Bracklesham Barn, Beech Avenue, Bracklesham and all members are hereby summoned to attend.

- 95.18 PUBLIC QUESTION TIME ON MATTERS ON THE AGENDA**
- 96.18 COUNTY COUNCILLOR'S REPORT**
- 97.18 DISTRICT COUNCILLORS' REPORT**
- 98.18 CODE OF CONDUCT**
  - 1. Declarations of Interest on items included on the agenda
  - 2. Dispensation requests
- 99.18 HEALTH AND SAFETY**
  - 1. Parish Council Office - Office Inspection to take place
  - 2. Parish Council Assets
- 100.18 MINUTES** - to agree and sign the minutes of the meeting held on 19<sup>th</sup> July 2018
- 101.18 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA**
- 102.18 VACANCY ON PARISH COUNCIL**
- 103.18 POLICY REVIEW and NEW POLICES**
  - 1. Standing Orders - Review and Adoption
  - 2. Emergency Plan - Adoption of joint emergency plan
- 104.18 GDPR**
  - 1. Data Audit - report attached
  - 2. Data Cleansing - Councillors and Clerk
  - 3. Data Protection Officer - to sign contract
  - 4. IT Support - report by Cllr. Stant attached
    - 4.1 Recommendation to engage IT consultant to discuss options available for IT system and support
  - 5. Website

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

<sup>1</sup> Public bodies (Admission to Meetings) Act 1960

6. Data Sharing Contracts
  - 6.1 Payroll Services
  - 6.2 Website Provider
  - 6.3 West Sussex County Council

#### **105.18 FINANCE**

- a) Bank Balances as at date of meeting
- b) Approval of Parish Council payments and authority to sign cheques
- c) Financial Statement - July & August 2018
- d) Budget Monitoring - year ended 31<sup>st</sup> March 2019
- e) Audit year ended 31 March 2019 - Engagement of internal auditor
- f) Annual Governance & Accountability Return year ended 31 March 2018  
- query by auditor
- g) Annual Governance & Accountability Return year ended 31 March 2018  
- Section 3 - External Auditor Report & Certificate
- h) Annual Governance & Accountability Return year ended 31 March 2018  
- Notice of Closure
- i) Replacement of Clerk's laptop
- j) New Homes Bonus
- k) Textile Street Collection

#### **106.18 ENVIRONMENTAL MATTERS**

1. Flood Prevention Update - Cllr. Carey
2. Public Rights of Way- Cllr. Stant

#### **107.18 PARISH PLAN 2016 -2021 - OBJECTIVES**

- 1) Objective 5: To encourage community involvement and establish community volunteer groups within all areas of Earnley Parish
  - 1.1 WWWI Centenary
    - a) Commemoration Event
    - b) Grant Funding Chichester District Council
    - c) WWWI Airfield Earnley - commemorative plaque

#### **108.18 HIGHWAYS**

1. A27 -update
2. Speeding on Batchmere Road
3. Community Speed Watch Online
4. Overgrown Hedgerows
5. Thermoplastic Line Marking on four bridges
6. Village Gateways

#### **109.18 EARNLEY CONCOURSE/EARNLEY PLACE**

1. Ownership
2. Meeting with Planning Consultant

