

**EARNLEY PARISH COUNCIL**

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Agenda for Earnley Parish Council Meeting to be held on the 18<sup>th</sup> July 2019

I hereby give notice that a meeting of Earnley Parish Council is to be held 16<sup>th</sup> May 2019 commencing at 19.15 at Bracklesham Barn, Beech Avenue, Bracklesham. All members are hereby summoned to attend.

**72.19 PUBLIC QUESTION TIME**

**73.19 APOLOGIES AND REASON FOR ABSENCE**

**74.19 COUNTY COUNCILLOR'S REPORT**

**75.19 DISTRICT COUNCILLORS' REPORT**

**76.19 CODE OF CONDUCT**

1. Declarations of Interest on items included on the agenda

**77.19 HEALTH AND SAFETY**

1. Parish Council Assets

**78.19 MINUTES** - to agree and sign the minutes of the meeting held on 16<sup>th</sup> May 2019

**79.19 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA**

**80.19 POLICY REVIEW and NEW POLICES**

1) Policy Review

- 1.1 Health & Safety - no amendments required to the policy however all councillor and the clerk required to sign compliance form.
- 1.2 Financial Regulations - no action at the current time as the model regulations are being reviewed nationally.
- 1.3 Bullying & Harassment Policy - replacement policy
- 1.4 Grievance Policy - replacement policy
- 1.5 Disciplinary Policy - replacement policy
- 1.6 Sickness & Absence Policy - replacement policy confirmation required for number of days for policy number 4.2 and 5.2
- 1.7 Employment Committee Terms of Reference - replacement policy
- 1.8 Employment Committee Protocol for Hearing - superseded by replacement policies
- 1.9 Employees Code of Conduct - no action required

2) New Policies

- 1.1 Pay Policy
- 1.2 GDPR Protocol

**81.19 GDPR**

1. IT Provision & Support by Horizon Digital
2. Data Sharing Agreement - Horizon Digital
3. Data Protection Officer - renewal of contract

**82.19 FINANCE**

- a) Bank Balances as at date of meeting

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

- b) Approval of Parish Council payments and authority to sign cheques
- c) Financial Statement - May & June 2019
- d) Budget Monitoring - year ended 31<sup>st</sup> March 2020

**83.19 ENVIRONMENTAL MATTERS**

- 1. Flood Prevention Update - written report provided by Cllr. Carey
- 2. Public Rights of Way - Cllr. Stant

**84.19 PARISH PLAN 2016 -2021 - OBJECTIVES**

- 1) Objective 5: To encourage community involvement and establish community volunteer groups within all areas of Earnley Parish
  - 3.1 Christmas Social Event
  - 3.2 Tree and Hedgerow Survey
- 2) Discussion on the preparation of a replacement parish plan.

**85.19 HIGHWAYS**

- 1. A27 -update
- 2. Village Gateways & Planters
- 3. Speed Indicator Device
- 4. Streetlamp - First Avenue
- 5. Telephone Box - Clappers Lane

**86.19 EARNLEY CONCOURSE/EARNLEY PLACE**

**87.18 EARNLEY GARDENS/BUTTERFLIES**

**88.19 REPORT ON EXTERNAL MEETINGS**

**89.19 CLERK'S REPORT AND CORRESPONDENCE**

- 1. Partnership work with Selsey Community Forum in relation to youth work and older peoples care - representative required.

**90.19 ITEMS FOR FUTURE AGENDAS**

Signed L. Chater

Clerk Earnley Parish Council

Dated 10<sup>th</sup> July 2019

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.