



PO Box 86, Petworth, West Sussex, GU28 8BG

Clerk: Mrs Sally Dack

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You are hereby summoned to attend the Parish Council Meeting which will be held at The Kirdford Village Hall, Kirdford on Monday 20<sup>th</sup> June 2016 commencing at **7.00** p.m., when the following business will be considered and transacted.

Date: 8th June 2016

S J Dack  
Clerk to the Council

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## A G E N D A

1. **Apologies for Absence:** To receive both apologies and reasons for absence.
2. **Public Participation:** To receive and note questions, comments or representations made by members of the public.
3. **Disclosures of Interest:** To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
4. **Approval of Meeting Minutes:**
  - a) Parish Council
  - b) Planning
  - c) Set Date for Finance Meeting: Petty Cash, Other Accounts, etc
5. **Reports from District and County Councillors:**
6. **Crouchlands Biogas:**
  - a) FOI/EIR application
  - b) Update
7. **Butts Common :** Water Leak (Cllr. Mrs L Nutting)
8. **Aircraft Noise:**
  - a) Update
  - b) To consider subscribing to APCAG to obtain a vote on the board. (£100.00)

9. **Proposed Development for Plaistow Road:** (Cllr Miss S Pinder)  
Ratification of previous agreed spend regarding planning consultancy ref Plaistow Rd Site & Cala Homes
10. **Think Villages:** Future Development in Kirdford (Cllr. Miss S Pinder)
11. **Correspondence:** Telephonica (O2 UK Ltd) Phone Mast
12. **Chairman's Announcements:**
13. **Insurance Renewal:** Local Council Insurance
14. **Co-option of Councillor's:** To consider options to fill vacant seats. (Cllr. Miss S Pinder)
15. **Review Terms Of Reference for Committees:** To consider and agree any necessary amendments. Appendix I
16. **Recycling:** Proposed changes to waste collections.
17. **InTouch Training:** Website training dates to be agreed.
18. **Documents For Councillors to Read:**
19. **Queens 90<sup>th</sup> Birthday celebrations:** Update (Cllr. Mrs A Gillett)
20. **School Court:** Opening of Play equipment, new signs. (Cllr. Mrs L Nutting)
21. **Minerals Plan:** Update (Cllr. Miss S Pinder)
22. **River Works Update:** (Cllr. Miss S Pinder)
23. **Footpath Resurfacing Update:** (Cllr. Miss S Pinder)
24. **Parish Notice Board:** An Additional Board needed. (Cllr. Miss S Pinder)
25. **Nat West:** To Consider and Discuss the Cheque signatories for the Current Account.
26. **Drains and Ditches:** Report (Cllr. Miss S Pinder)
27. **Councillors to report any possible Health and Safety Problems:** (All)
28. **Follow up on Action List:**
29. **Accounts to be Paid:** Invoices received.
30. **Bank Reconciliation:** Bank Reconciliations for May 2016
31. **Public Participation:** To receive and note any further questions, comments or representations made by members of the public.
32. **Date of next Parish Council Meeting:** – 18<sup>th</sup> July 2016 commencing at 7.00 p.

**PRESS AND PUBLIC ARE WELCOME TO ATTEND**

## **APPENDIX I**

### **Terms of Reference For the Review & Replacement of Play Equipment in Kirdford**

#### **Background**

- At the PC meeting on 15 September 2014 it was agreed that temporary repairs would be made to meet safety requirements, and that the play equipment on Butts Common should be replaced. It was agreed that a working party should be appointed in order to decide what equipment was required

#### **Objectives**

- To ensure all current & proposed play equipment meets current safety standards
- To research & recommend the equipment/facilities for the Parish

#### **Resourcing**

- The working party is Lindsay, Mandy & Jennifer and Nikki
- The Clerk should be involved in financial & regulatory matters

#### **Scope**

- All the play areas in the parish should be considered
- Requirements for the next 15 years
- Funding requirements & options

#### **Approach**

- Safety matters should be addressed as a matter of priority across all areas
- A phased approach can be taken in respect of new requirements but priority should be given to Butts Common
- The requirement for fencing on the Butts Common site & the ability for this to be provided will be determined as a pre-requisite (given that ownership is with the NT & its designation as Common Land)
- The community should be consulted as to requirements
- Funding requirements & sources of funding should be considered

#### **Reporting**

- The PC should be appraised of progress at monthly meetings
- A reasoned report covering requirements, options, costs & funding together with recommendations should be presented to Council in due course.

