



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

**Clerk: Mrs Sally Dack**

**Tel: 01798 342792 e-mail: kirdfordpc@gmail.com**

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You are hereby summoned to attend the Parish Council Meeting which will be held in The Chapel, Kirdford on Monday 17<sup>th</sup> September 2018 commencing at 7.30 pm, when the following business will be considered and transacted.

S J Dack

Date: 10th September 2018

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 declare disclosures of pecuniary interests and non-pecuniary interests from Councillors on matters to be considered at the meeting.
4. **Approval of Meeting Minutes:**  
Parish Council Meeting (16.08.18)  
Finance Meeting (06.08.18)  
Planning Meeting (06.08.18)
5. **Reports from District and County Councillors:** To receive reports from Cllr Mrs J Duncton and Cllr Mr J Ransley.
6. **Review of Risk Assessment:** To review current Risk Assessment and update as advised by Internal Auditor.
7. **Review of Asset Register:** To review current Asset Register and compile new format as advised by Internal Auditor.

8. **Remembrance Sunday:** Update on preparations for the celebrations on 11.11.18 (Cllr. Mrs A Gillett) and to consider funds for refreshments.
9. **Correspondence:** To consider recent correspondence received.
10. **Chairman's Announcements:**
11. **Finance:**  
**Accounts to be Paid:** invoices to be approved  
**Review of Bank Statements and Reconcile for August 2018**
12. **Neighbourhood Plan:** Update on Working Party from Cllr T Piedade
13. **River Works, Drains & Ditches:** Update on Scheduled work.
14. **Proposed development on Plaistow Road:** Cllr Mr T Piedade to update Councillors
15. **Butts Common:** Cllr Mrs L. Ketteridge to update on replacement play equipment
16. **Boxal Bridge:** Update from Cllr Mrs L Nutting
17. **Air Traffic:** Update from Cllr Mrs L Ketteridge regarding Noise Management.
18. **Planning:** To consider and comment upon the following Planning Applications:  
KD/18/02037/TCA  
Mrs B Gaisman, Church House, Glasshouse Lane, RH14 0LT  
Intention to re-pollard back to original pollard point on 1 no. Willow Tree.  
  
**To note Planning Decisions received from Chichester District Council:**  
SDNP/18/03205/FUL  
Scrubb House Farm  
APPROVED  
  
SDNP/18/03227/HOUS  
Scrubb House Farm  
Tank Room/Store  
APPROVED  
**Enforcement Notices:** – None received
19. **Councillors to report any possible Health and Safety Problems:** (All)
20. **Public Participation:** To receive and note any further questions, comments or representations made by members of the public.
21. **Date next Parish Council Meeting:** Monday 15th October 2018 commencing at 7:30pm to be held in The Chapel, Kirdford.

22. **Any Matters for Next Meeting:** For members to request additional items to be added to next agenda.
23. **Confidential Matters:** The Council/Committee may wish to exclude the public and press at this point, prior to consideration of the following item. Usually this happens when discussions arise on staffing, contract tendering and anything that has legal implication.

**PUBLIC AND PRESS WELCOME TO ATTEND**