

# OVING PARISH COUNCIL

*(Serving the settlements of Oving, Shopwyke, Drayton, Merston & Colworth in the district of Chichester, West Sussex)*

Parish Clerk: Ruth Palmer, 4 Church Way, Pagham, West Sussex, PO21 4QN  
Tel: 07770 742041 Email: [clerk@ovingcommunity.org.uk](mailto:clerk@ovingcommunity.org.uk)

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You are duly summoned to attend the next meeting of the Oving Parish Council on **Thursday 18<sup>th</sup> January 2024** starting at 6.45pm. This meeting will be held at Jubilee Hall, High Street, Oving, PO20 2DQ and virtually on zoom:

Meeting ID 813 4602 9070

Members of the public wishing to join the meeting in person are asked to contact the clerk beforehand to advise of their attendance.

Members of the public wishing to join the meeting via zoom should contact the clerk beforehand to obtain the meeting password.

Ruth Palmer, Parish Clerk & RFO

12<sup>th</sup> January 2024

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## AGENDA

1. Apologies for absence.
2. Declarations of Interest under the Code of Conduct.
3. Issues raised by members of the public for discussion with Council Members (up to 15 minutes, three minutes per person).
4. Approval of minutes (available at [www.ovingcommunity.org.uk](http://www.ovingcommunity.org.uk)) and review of actions:
  - a) Full Meeting of the Parish Council held on 19<sup>th</sup> October 2023.
  - b) Finance Meeting held on 26<sup>th</sup> October 2023.
  - c) Full Meeting of the Parish Council held on 16<sup>th</sup> November 2023.
  - d) Extra Meeting of the Parish Council held on 14<sup>th</sup> December 2023.
5. Matters arising from the minutes as stated at item 4.
6. To review outstanding actions from previous minutes and agree any further action required.
7. To receive reports from County Cllr. S. Oakley and District Cllr's. D. Betts and C. Hastain.
8. To appoint a representative to the Aldingbourne Rife group.
9. To agree the programme for the Away Day on 7<sup>th</sup> March 2024.
10. To consider the status of the permissive path design and to agree any actions/costs associated with that design.
11. To consider moving the annual assembly timing and to change the start time of the annual meeting of the parish council to 6.45pm.
12. To receive updates, consider and agree actions regarding the following projects:

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- a) Highways – Cllr. Smith.
- b) Shopwyke – Cllr. Matcham, Cllr. Akerman and Cllr. Hunt.
- c) Community garden – Cllr. Marston.
- d) Recreation ground/pump track – Cllr. Marston.
- e) Neighbourhood Plan – Cllr. Quigley.
- f) Communication inc website – Mrs M. McPhail.
- g) Jubilee Hall – Cllr. Marston.
- h) Almshouse Trust – Cllr. Smith.
- i) Youth Club – Cllr. Hunt.

## 13. Finance:

- a) To approve the schedule of payments, total tba, and receipts up to 12<sup>th</sup> January 2024.
- b) To note the bank balances on 31<sup>st</sup> December 2023.
- c) To note the budget control statement on 31<sup>st</sup> December 2023.
- d) To agree the reconciliation of balances on 31<sup>st</sup> December 2023.
- e) To note the VAT refund for 4Q 2023.
- f) To note the 2023 NALC increase to the clerk's salary.
- g) To consider a request from Jubilee Hall for a grant to redecorate the interior of the hall.
- h) To consider a donation request from Sage House.

## 14. Urgent items for reporting and including on a future agenda.

## 15. Next Meetings:

The next Planning Committee meeting will be held at Jubilee Hall and virtually on zoom, on **Thursday 25<sup>th</sup> January 2024** starting at 6.45pm.

The next Full Council meeting will be held at Jubilee Hall and virtually on zoom, on **Thursday 18<sup>th</sup> January 2024** starting at 6.45pm.

The date of the next Neighbourhood Plan Steering Group meeting is to be confirmed.