

# 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> July 2024** starting at 6.45pm. This meeting will be held at The Hub, Longacre House, Longacre Way, Shopwhyke Lakes, Chichester, PO20 2JG.

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

Note that this meeting will **NOT** be available on zoom.

Ruth Palmer, Parish Clerk & RFO

12<sup>th</sup> July 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 Council Meeting of the Parish Council held on 21<sup>st</sup> March 2024
  - b) Full Council Meeting of the Parish Council held on 20<sup>th</sup> June 2024.
  - c) Extra Full Council Meeting of the Parish Council held on 27<sup>th</sup> June 2024.
5. Matters arising from the minutes as stated at item 4.
6. To review outstanding actions from previous minutes and agree any further actions required.
7. To review the options to replace the outgoing committee of Jubilee.
8. Review progress on communications strategy.
9. Finance:
  - a) To approve the schedule of payments total tba, and receipts up to 12<sup>th</sup> July 2024.
  - b) To note the bank balances on 30<sup>th</sup> June 2024.
  - c) To agree the reconciliation of balances on 30<sup>th</sup> June 2024.
  - d) To note the budget control statement on 30<sup>th</sup> June 2024.
  - e) To receive quotes and agree the purchase of a SID and brackets for the parish.
  - f) To adopt NALC's latest financial regulations.
  - g) To sign bank mandates for updates to the current Barclays account and new accounts with HSBC and Co-op banks.
  - h) To agree the cost to install a notice and community board at Shopwyke Lakes.
10. To receive updates, consider and agree actions regarding the following projects:
  - a) Highways – Cllr. Smith.
  - b) Shopwyke – Cllr. Matcham, Cllr. Akerman and Cllr. Hunt.

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- 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.

11. To receive a report from Community Warden Dawn White.

12. Urgent items for reporting and including on a future agenda.

13. Next Meetings:

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

The next Neighbourhood Plan Steering Group meeting at Jubilee Hall and virtually on Teams, on **Friday 13<sup>th</sup> September 2024** starting at 9.30am.

The next Full Council meeting will be held at Jubilee Hall and virtually on zoom, on **Thursday 19<sup>th</sup> September 2024** starting at 6.45pm.