



FISHBOURNE PARISH COUNCIL

MEMBERS OF FISHBOURNE PARISH COUNCIL ARE HEREBY SUMMONED TO A MEETING OF FISHBOURNE PARISH COUNCIL TO BE HELD ON **MONDAY 9 DECEMBER 2024 COMMENCING AT 7pm** AT THE FISHBOURNE CENTRE, BLACKBOY LANE, PO18 8BE
Members of the public are welcome to attend the meeting (proceedings may be recorded)

A G E N D A

1. To receive apologies for absence.
2. To confirm the accuracy and sign the minutes of the meeting held on 18 November 2024.
3. Disclosure of interests, if any.
4. County Councillor's [Report](#).
5. District Councillors' [Report for December](#).
6. [Clerk's Report](#).
7. Questions from members of the public present or submitted to the Clerk in writing on items on the agenda (limited to 10 minutes).
8. **Planning**
 - 8.1 **Planning Applications.** Nothing to consider since the last meeting.
 - 8.2 [Planning Decisions](#)
A list of decisions has been distributed to Councillors before the meeting and is available from the Clerk on request.
9. **Local Plan:** Any updates from the Local Plan examination.
10. [Parish Council identity](#)
To further explore a strategy to take forward the idea of possibly adopting a new name (Village Council) and strapline for the Council.
11. **Environment**
 - 11.1 To receive an update on the [application for a bus shelter](#) on the Main Road at Blackboy Lane junction.
 - 11.2 Emperor Way lights: verbal update on the installation.
 - 11.3 To receive an update on the [installation of two seats at Creek End](#).
 - 11.4 To receive Councillors' observations on 'gates' at the entrances to neighbouring villages and make any appropriate decisions.
 - 11.5 To discuss a [replacement bus shelter at Appledram Lane South](#).
 - 11.6 Sea wall: update from the Chichester Harbour Conservancy.
12. **Annual Parish Meeting:** to discuss a theme and speaker for 2025 and decide on a date.

The Fishbourne Centre, 46 Blackboy Lane, Fishbourne, Chichester, PO18 8BE

Members of the public and press are entitled to be at the following meeting Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings.

13. Staffing Committee

- 13.1 To approve the [minutes of the Staffing Committee](#)'s meeting on 20 November.
- 13.2 To note the agreed Government Services [pay scales for 2024-25](#).
- 13.3 To consider the following recommendations of the Staffing Committee:
 - Clerk's targets for 2025
 - Clerk's salary 2025-26

14. Finance

- 14.1 Approval of the accounts and [bank reconciliation as at 30 November 2024](#).
- 14.2 To note the Council's [current financial position](#).
- 14.3 Payments and Receipts:
 - 14.3..1 Payments - ratification of [payments made in November](#).
 - 14.3..2 Receipts - to note that in November £50 was received into the bank in respect of debt repayment.
- 14.4 To note that a [grant is available](#) from West Sussex County Council for initiatives to reduce waste.
- 14.5 To consider a requote for the supply and installation of the bus shelter at Blackboy Lane.
- 14.6 To consider quotes for a plaque for the Emperor Way lights.
- 14.7 To receive and sign the [minutes of the Finance Committee's meeting](#) on 20 November.
 - 14.7..1 To receive the recommendation of the Finance Committee to approve the proposed Village Voice advertising rates for 2025 ([see rates in minutes](#))
 - 14.7..2 To receive the recommendation of the Finance Committee to debate the expenditure of £738 a year on dog waste bags
 - 14.7..3 Approve the 3 year Financial forecast ([see suggested forecast in minutes](#))
 - 14.7..4 To receive and debate the recommendation from the Finance Committee to accept the risk of holding more than £85000 in one financial institution.

15. Budget and Precept 2025-2026

To receive and consider the draft budget and precept recommendation from the Finance Committee ([see suggested budget in minutes](#)).

16. Reports:

- 16.1 **The Fishbourne Centre**
- 16.2 **Fishbourne Playing Fields Association.**
- 16.3 **Meetings with outside bodies:** [Bi-monthly Police meeting](#) from Cllr. Marshall.
- 16.4 **Parklands and Fishbourne Flood Protection Group**

17. To note the next meeting of the full Parish Council will be on 20 January at 7pm in the Fishbourne Centre.

Signed: *Lucy Wright*

Clerk/RFO to Fishbourne Parish Council
T: 01243 788563
E: parishclerk@fishbourne-pc.gov.uk

Date: 4 December 2024

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