



**Selsey Town Council**  
55 High Street, Selsey,  
West Sussex, PO20 0RB  
Tel: 01243 605803  
[enquiries@selseytowncouncil.gov.uk](mailto:enquiries@selseytowncouncil.gov.uk)

VAT No.: 887 7503 68

## **FULL COUNCIL MEETING**

# **WEDNESDAY 27<sup>TH</sup> NOVEMBER 2019**

Members of the Full Council are hereby summoned to attend an extraordinary meeting to be held in the **Council Chamber, Selsey Town Hall Complex on Wednesday 27<sup>th</sup> November 2019 immediately following the Planning Meeting.**

20<sup>th</sup> November 2019

**Becky White**  
Clerk to the Council

### **Public Question Time**

This session is held to enable the people of Selsey to raise questions and make comments regarding the Town Council. Questions not answered at the meeting will be answered in writing to the person asking the question or may appear as an agenda item at the next meeting. Members of the public are asked to restrict their questions/comments to three minutes. This session (which in accordance with Standing Orders may last up to 30 minutes) is not part of the formal meeting of the Council and minutes will not be produced.

*Public Bodies (Admissions to Meetings) Act 1960 Section 1*

### **AGENDA**

- 1. Apologies for Absence**  
*Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting.*
- 2. To Receive Declarations of Disclosable Pecuniary Interests and Non-Pecuniary Interests from Members and Consider Any Dispensation Requests.**  
*To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Selsey Town Council Members' Code of Conduct. Any written dispensation requests received by the Clerk will also be considered.*
- 3. To approve and sign the minutes of the Full Council meeting held 16<sup>th</sup> October 2019 as previously circulated.**  
*Local Government Act 1972 Schedule 12, paragraph 41 (1)*
- 4. Chairman's Announcements**
- 5. Communications Received for Information**
- 6. To Note the Clerk's Achievement of the Certificate in Local Council Administration**  
*The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012*
- 7. To Confirm The Council's Eligibility To Exercise the General Power of Competence**  
*The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012*



**8. Receive Minutes of the Undermentioned Committees and consider recommendations therein:**

- a. Planning of 25<sup>th</sup> September, 16<sup>th</sup> October and 6<sup>th</sup> November 2019
- b. Assets & Amenities of 3<sup>rd</sup> July 2019
- c. Personnel Committee of 22<sup>nd</sup> May 2019

*Local Government Act 1972 Schedule 12, paragraph 41 (1)*

**9. To Receive Reports from Working/Advisory Groups**

- a. Finance & Administration Advisory Group of 13<sup>th</sup> November 2019
- b. S106 Working Group of 8<sup>th</sup> November 2019
- c. Community Warden Working Group of 19<sup>th</sup> November 2019

**10. To Approve Terms of Reference for the Community Warden & CCTV Working Group**

*Members are required to approve suggested amendments to the Community Warden & CCTV Working Group's Terms of Reference, as previously circulated.*

**11. To Receive and Consider Reports from/about Local Social and Sporting Organisations**

**12. To Receive and Consider Reports from/about WSCC, CDC and STC**

**13. To Review and Adopt Policy Documents**

*Members will be required to approve the policy documents as listed*

- a. Media & Communications Policy
- b. Brand Guidelines – External
- c. Events Policy
- d. Community Events Grants Policy & Award Criteria
- e. Community Grants Policy & Award Criteria

**14. To Receive Financial Reports & Documents for the Financial Year 2019/20**

- a. Accounts for Ratification as per the Circulated Schedule  
*STC Financial Regulation 5.2*
- b. Bank Position at 31<sup>st</sup> October 2019  
*STC Financial Regulation 2.2*
- c. Budgets at 31<sup>st</sup> October 2019  
*STC Financial Regulation 4.8*

**15. To Consider a Project Proposal to Form A Partnership Agreement with the Manhood Wildlife & Heritage Group to Maintain the Blue Plaque Heritage Trail**

*Members are required to consider a project proposal prepared by the Clerk in respect of the Heritage Trail, as previously circulated.*

**16. To Consider a Project Proposal from the S106 Working Group**

*Members are required to consider a project proposal from the S106 Working Group in respect of options for enhancements to the Selsey Centre, as previously circulated.*

**17. To Consider a Project Proposal Regarding Use of the Capital Reserve to Fund New Play Equipment**

*Members are required to consider a project proposal, as previously circulated, to progress new play equipment at Hillfield Park and the Recreation Ground.*

**18. To Approve the Business Plan 2020-24**

*Members are required to approve the Selsey Town Council Business Plan 2020-24, developed over four planning sessions since the elections of May 2019 and previously circulated.*

**19. To Approve the Business Plan 2020-24 Public Consultation Schedule**

*Members are required to approve the previously circulated plans for public consultation on the Selsey Town Council Business Plan 2020-24.*

**20. To Determine the Selsey Community Nursery Rent for 2020/21**

*Members are required to determine the Selsey Community Nursery rent for 2020/21 based on a recommendation from the Finance & Administration Advisory Group previously circulated.*

**21. To Consider the Chichester District Council Request for the Community Warden Scheme Funding for 2020/21.**

*Members are required to determine the Community Warden Scheme contribution for 2020/21 based on a recommendation from the Community Warden Working Group previously circulated.*

**22. To Consider the Chichester District Council Request for the CCTV Scheme Funding for 2020/21.**

*Members are required to determine the CCTV Scheme contribution for 2020/21 based on a recommendation from the Finance & Administration Advisory Group previously circulated.*

**23. To Consider the Chichester District Council Request for the Manhood Peninsula Partnership Project Officer Funding for 2020/21.**

*Members are required to determine the Manhood Peninsula Partnership contribution for 2020/21 based on a request from CDC previously circulated.*

**24. To Consider Budgets for the Financial Year 2020/21**

*Members are required to agree the draft budgets for 2020/21 based on a recommendation from the Finance & Administration Advisory Group previously circulated.*

**25. To Adopt the Schedule of Meeting Dates for 2020/21**

*Members are required to adopt the schedule of Council & Committee meetings for 2020/21 as previously circulated.*

**26. Consider Any Urgent Matters for Information**

**27. To Answer Members Questions**

Any member of the public who would like to make comments or has views on any item on this Agenda they wish to have taken into consideration, is invited to write to the Clerk of the Town Council or contact a Town Councillor, prior to the meeting. **MEMBERS OF THE PUBLIC HAVE A RIGHT AND ARE WELCOME TO ATTEND COUNCIL AND COMMITTEE MEETINGS.**