

## **SOUTHBOURNE PARISH COUNCIL**

**MINUTES** of the meeting held at St John's Church Centre, Southbourne on 8 November 2016

**Present:** Mr C Bulbeck (Chairman), Mr Brown, Mrs M Bulbeck, Mr Feltham, Mr Hayes\* Mr Hicks\*, Mr Jennings, Mr Lane, Mrs Russell and Mr Withers.

\*Also District Councillors for Southbourne.

4 members of the public

### **Part I**

#### **Apologies for Absence**

137. Apologies for absence were received from Mr Ferguson and Mr Gowlett.

#### **Declarations of Interest**

138. None

#### **Minutes**

139. Resolved that the minutes Part I of the meeting held on 11 October 2016 be approved as a correct record and be signed by the Chairman.

#### **Open Forum**

140. No items were raised.

#### **County Councillor's Report**

141. The report of County Councillor Ms James was taken as read. In response to a question about the A27 C Cllr Ms James replied that Mr Tyrie MP had recently asked Highways England why a suggested northern route had been removed from the consultation. Highways England would be responding to the outcome of the consultation in the New Year. She commented that there was a danger nothing would get done but felt that this was better than a "half-hearted" proposal being taken forward and that her preference was for a northern route that included tunnelling which would be a robust solution for the next 25 years.

#### **District Councillor's Report**

142. District Councillor Hicks reported that following the resignation of Mr Finch, the by election would be held on 1 December 2016. The Cabinet had been reshuffled and there were now eight Cabinet posts.

143. The Shared Services project with Arun and Horsham District Councils had provisionally decided that personnel and finance functions would be carried out by Arun, legal services by Horsham and audit by Chichester respectively.

144. It was noted that the County Council had agreed to assist 240 refugees over the next five years and of those the District Council would support two families per year over the same period. Two houses had already been provided for the first two families. C Cllr James reminded members that this support had to be seen against a background of the County Council already supporting 640 looked after children in West Sussex and it was well over spent on this budget. Support for refugees would include all medical, housing and educational needs as required.

### **Co-option**

145. It was proposed by Mr Hayes and seconded by Mrs Bulbeck that a secret ballot be held for the candidate for co-option. On being put to the vote it was

Resolved that a secret ballot be held for the candidate for co-option.

146. Members cast their vote for one of the three candidates and by an absolute majority it was:

147. Resolved – That Mr R Rolfe be co-opted to the Council until the end of the Council term in 2019.

### **Council Committees**

148. Members agreed that the size of the Finance Committee and Recreation Committee should be reviewed at the next meeting.

149. The Council considered the report of the Clerk regarding the Events Committee.

150. Resolved

1. That the Events Committee be discontinued
2. That the Council's remaining Committees and steering groups run events as necessary in support of the Council's work.
3. That the Finance Advisory Committee review the grants process and funding to ensure that it can support the events run by local groups.

### **Review of Committee Memberships**

151. The Council considered the size current membership for the Finance Advisory Committee and Recreation Advisory Committee but no changes were proposed. Two nominations were sought for the Finance Advisory Committee and one nomination for the Recreation Advisory Committee.

152. Resolved – That Messrs Jennings and Rolfe be appointed to the Finance Advisory Committee and Mr Hicks be appointed to the Recreation Advisory Committee.

## Finance

153. Finance Advisory Committee – The Council received the report of the Committee. It was noted that a virement of £200 from the General Reserve should have been included in the report to increase the Donations budget to £700.

154. Resolved - That subject to the additional £200 being included for the Donations budget, the virements set out in Appendix C to the report be approved.

155. The Council also considered the revised application form and terms and conditions for Council grants.

156. Resolved

1. that the revised application form and terms and conditions for Parish Council grants be approved
2. that applications for grants in 2016/17 be invited now with a deadline of 31 December 2016 and any applications considered at the Council meeting on 10 January 2017.

157. Payments – Resolved the payments made in respect of the Lumley Road Flood Alleviation project (minutes 309-310/16 refer) be noted and the payments for November 2016 be approved:

Payments authorised under Minutes 309-310/16 for Lumley Rd Flood Alleviation

Graham Attrills C Engineering Ltd	Interim payment no.1 Invoice 102458 EMR Op Watershed	£21,600.00
Payments		
Burleys	Grass cutting 56724	£463.20
JDS	Playground Repairs Invoice 3036	£1,436.16
SSALC	Clerk's Networking Day	£78.00
BT	Internet	£173.03
SSE Enterprise	Street Light repair 620396	£153.70
C R Bulbeck	Poppy wreath for SPC	£20.00
Staff	Aggregate salaries and expenses	£2,739.87
	Total	£5,063.96
Transfer from Savings Account	For current payments	£5,063.96

158. Bank Reconciliation –The reconciliation as at the 31 October 2016 was noted.

## Environment Steering Group

159. Mr Brown thanked Ms Hughes for her help and support on the 'Greening Southbourne' event was being held on 26 November 2016 in the St John's Centre. In response to a question about the e mail addresses of members of the

two steering groups the Clerk said he would check the position with regard to data protection.

### **Items for Future Meetings**

160. Neighbourhood Plan Steering Group and Environment Steering Group.

### **Date of Next Meeting**

161. 13 December 2016 at 7.30 p.m.

### **Exclusion of the Press and Public**

162. Resolved - That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

### **Minutes Part II**

163. Resolved – that the Part II minutes of the meeting held on 11 October 2016 be approved as a correct record and signed by the Chairman.

Chairman

The meeting closed at 9.15 p.m.