

## **SOUTHBOURNE PARISH COUNCIL**

**MINUTES** of the Meeting held at St John's Church Centre on 8<sup>th</sup> October 2013.

**Present:** Mr J Brown, Mr C Bulbeck, Mrs M Bulbeck, Mrs S Cecil, Mr A Feltham, Mrs J Grant, Mr R Hayes, Mr P Hicks, Mr R Rolfe.  
One member of public.

Apologies: County Cllr S James, District Cllr B Finch, District Cllr G Hicks, Mr M Everson, Mr J Jennings, Mrs L Leader, Dr P MacDougall.

### **Police Report**

Before the start of the formal council meeting PCSO Jason Lemm gave a report from the Police.

### **Declarations of Personal or Prejudicial Interests by Members**

747. None.

### **Minutes**

748. It was resolved the minutes of the meeting held on 10<sup>th</sup> September 2013 be approved as a correct record and that they be signed by the Chairman.

### **Matters Arising**

749. Min 725. Novium Museum. Cllr G Hicks had made known the comments made regarding the Novium Museum to the responsible Cabinet Member at the District Council.

750. Min 727. Correspondence list item 9. Travellers. The reply from the District Council was noted. A copy would be sent to Dr MacDougall for the CDC Meeting with Parishes.

751. Min 735. Operation Watershed, Lumley. Mr Rolfe reported the first two quotes had been inappropriate and Balfour Beatty the WSCC term contractor had been suggested instead. Balfour Beatty / Landfill had inspected the site with WSCC Community Officer Dan Sanders. They were preparing a specification and quote for the work, including the repair of the wall. WSCC Operation Watershed team had accepted that only one quote was necessary if it was from Balfour Beatty because they had already won their WSCC term contract in competition. Assuming the quote and spec was accepted, D Sanders would assist in completion of the Operation Watershed application form, which should then be signed by the parish council because as a bid it should come from the community. Assuming the bid was successful, the money would be paid to the parish council for payment to the contractor in stages as the work progressed, as advised by WSCC who would supervise the work. The specification and quote was expected to come from Balfour Beatty in about a week. WSCC Operation Watershed team met twice a month so should clear the application in about two weeks of submitting it. A timescale for doing the work was yet to be advised.

752. Min 745. Boundary change. The Chairman and Mr Hayes would be arranging a meeting with representatives from Hambrook & Chidham Parish Council to discuss the boundary change.

753. Min 746. SIDS. Mr P Hicks volunteered to take over maintenance of the SIDS from Mr Jennings. Mr Rolfe asked for the SIDS to be put up nearer to Lumley. It was noted the positions for the SIDS had to be approved by WSCC.

### **Open Forum**

754. No matters raised.

### **County Councillor Comments**

755. Cllr Sandra James was not able to be present but had sent a written report. It was agreed the report would be copied to members and circulated in the information folder.

### **District Councillor Comments**

756. Cllr B Finch was not present but had sent a report which he asked Cllr R Hayes to give on his behalf.

The staffing review had completed and the senior management team was being slimmed down from 4 Executive Directors to 3 – Mrs Amanda Jobling Executive Director of Housing would be leaving on redundancy in May 2014 but would be leading the local plan through to completion until that time.

District Council by election on 17 October in Westbourne to fill the vacancy caused by the resignation of Mrs Maureen Elliott MBE for personal reasons.

The Local Plan was heading towards pre-submission with a series of meetings later that month. On Thursday, 24 October 2013 at 2.30pm there would be a Special Council meeting. At this meeting, the Council would be asked to approve the Revised Local Plan for Public Statutory Pre-Submission Consultation. Any public questions about the Plan would be answered.

The All Parishes Meeting was on Thursday 17 October at 7.00pm in the Council Chamber. Topics would include a talk from Mrs Katy Bourne, the Sussex Police & Crime Commissioner, and the Community Infrastructure Levy.

Chichester Citizens Advice Bureau would be given extra funding (was withdrawn from central government owing to the legal aid reforms) as a result of a bid that Arun and Chichester Bureau had won significant grant funding from the Big Lottery Advice Services Transition Fund, which was set up to help manage the change in Legal Aid arrangements. In partnership with Age UK West Sussex and Shelter, the Arun and Chichester CAB would be able to offer training to specialist advice level to their volunteers on Welfare Benefits, Debt and Employment matters. The funding would also enable additional outreach advice sessions to be based in Housing Associations and Family Centres, and would include a financial capacity element. This was particularly good news for our residents affected by changes to welfare benefits as CAB had seen a significant increase in enquiries linked to these issues.

CDC DWP-funded work placement initiative - "Choose Work" - was designed to help unemployed young people build their skills and confidence to access long-term employment. Steve Hill, the Choose Work Co-ordinator, had exceeded his annual target of getting 25 unemployed people aged 18-24 into work placements in the Chichester District. Steve had successfully facilitated 32 young people in accessing work experience, and was getting some great feedback from those involved. Participants were gaining specific marketable skills as well as a broader understanding of the working environment and the needs of local businesses. Another 4 young people were currently being assessed for placements, and already 12 local businesses had been involved in the initiative.

West Sussex Independent Economic Commission; business people across the county were being invited to give their views on a range of economic issues, by the West Sussex Independent Economic Commission, which was a body of leading business and economic

professionals. The commission was looking to understand the main challenges to growth, the support that needed to be offered, and what needed to be done to help boost the bottom line. The business view was crucial, so the Commission was inviting businesses, organisations, and statutory authorities to respond to a call for evidence by the 8th November 2013. The findings would then be considered by the Commission later in the year and presented to West Sussex County Council to decide next steps in January 2014.

Economic data – update. In Chichester 71 new businesses started up in August 2013, 26 fewer than the previous month and 3 more than in August 2012. East Wittering saw the most start-ups; Westbourne saw the least, according to latest data from BankSearch.

JSA claimant numbers in Chichester had continued to fall during August 2013; there were 1,139 job seekers allowance claimants in the Chichester District (716 were men & 423 were women) This stood at 1.7% and was lower than the South East average of 2.1% and 3.3% for Great Britain (Source Nomis: - labour market statistics August 2013).

Average house price £351,261 April - June 2013 Source: BBC/Land Registry. The ratio of average house price to average salary by place of residence (£351,261/ £27,384) was therefore: 12.8/1.

In Parks At the South East In Bloom Awards the city centre received gold and won the City In Bloom category. Awards also went to the following neighbourhood entries; Highland Road, Bramber Road, Graylingwell Community Garden, the Canal, Marriot House Lodge and the Crematorium

Get Active Festival - Thousands of people attended Chichester's annual free Get Active Festival in Oaklands Park on Sunday 8 September. The event was developed in 2005 as an Olympic Legacy event and the 2013 version was bigger and better than ever before with over 40 local sports and arts clubs taking part. The event provided a great opportunity to help people to discover new sports and activities that were available through local clubs.

## **Correspondence**

757. A list of correspondence received had been circulated with the agenda, copy appended to the official minutes.

List item 2. The Steering Group would be nominating two representatives to attend the Neighbourhood Planning Forum on 1<sup>st</sup> November.

List item 3. It was noted a donated bench at Prinsted Beach was being replaced with a new one by Mr S Cooper and family.

List item 4. Mr Everson and Mr Hayes would attend another meeting with WSCC regarding a 20's Plenty scheme for Southbourne.

## **Additional Correspondence**

758. Bourne Community College. Shortage of space at the College necessitated a member of staff sharing the room at the College used by the Council and the Council could no longer have sole occupancy of the room.

The Chairman reported the Childrens Centre would be vacating the room they used at the Village Hall and moving to the Bourne College. The room would then become available and could be used by the Council.

It was agreed the Chairman and Clerk would look into relocating the parish council office to the Village Hall and report back to the next Council meeting.

759. Chichester DC. Tree Preservation Order, Land at 20 Thorney Road. The provisional TPO had expired and the Council had decided the Order should remain lapsed and no new TPO would be made.

760. Mrs P Lafosse. Request to have a shield fitted to a parish street light at Lumley Mill to prevent it shining directly at the property and the colour of the light changed from orange. Advice from the Street Lighting Contractor would be obtained and the light altered if possible.

761. SALC. Notice of next meeting with Chief Constable. It was decided Southbourne would ask for the problem of vehicles parked in laybys and advertised for sale to be raised at the meeting.

### **Neighbourhood Plan**

762. Mr Hayes reported seven parish councillors had attended the Policy Planning Workshop on 1<sup>st</sup> October but disappointingly only three parish councillors attended the following Steering Group meeting held on 7<sup>th</sup> October. A great deal of time had been spent by volunteers contacting businesses to encourage them to attend the Workshop. Regrettably he had to report there was growing discontent amongst the volunteers who believed the Parish Council was not giving full support to the NP project, resulting in a small number of people doing a disproportionate amount of the work. It was felt there should be at least one parish councillor on each of the Focus Groups and the Parish Council should be seen to take the lead in producing the Plan. The next event was a Meeting with Developers on 15<sup>th</sup> October at the Bourne Leisure Centre when developers with potential sites in the parish would be invited to give presentations. Members of the Council were asked to attend at 5.15pm to help set up for a 6.00pm start. The State of the Parish Report had been completed and a number of hard copies would be made available at the meeting. Councillors were encouraged to examine the document. Work on the Plan had revealed there were 105 businesses operating in Southbourne. In neighbouring Emsworth there was an Emsworth Business Association but there was no equivalent organisation in Southbourne. An agenda item was requested for the next meeting to discuss this.

Mrs Grant endorsed the remarks made by Mr Hayes regarding lack of support from the Parish Council and feared there could be serious consequences if the Council did not address the criticisms now. The volunteers complained there was no involvement by the majority of parish councillors, there was a lack of leadership and that the Council needed to become the focal point for the project. A suggestion was made that the Chairman, Clerk and others should allocate time specifically to the NP. Holding Open Surgeries would assist with informing residents, and this was on the agenda for discussion later. It was recommended there should be a grants sub-committee to explore opportunities for funding. More powers being passed down to parish councils would require the Council to look into how it should operate in the future because there would be more responsibilities falling on parish councils.

It was agreed the Chairman would send an email to all members of the Steering Group to confirm the Council's full support for the Neighbourhood Plan and the Clerk would liaise with Alice Smith, the Secretary, to ascertain what help was needed and how the Council could give administrative support.

### **Report of Recreation Advisory Committee**

763. The report from the Recreation Advisory Committee 27<sup>th</sup> September had been circulated with the agenda.

764. New play equipment. The recommendation of the Committee to purchase a 'Merry' roundabout with safety surface from Hags Play Ltd was accepted.

765. Hedge along boundary with Bourne View Close. Mr Staker suggested the Council should obtain a quote from a tree surgeon for this work, which might be cheaper, because

they would have the necessary equipment themselves which he would need to hire if he did the work. The Chairman would get a quote from Lloyds Tree Services.

766. Note from Mr Everson and Mrs Grant. Mrs Grant commented the note she had given to Mrs Bulbeck at the last Council meeting, following a visit to the recreation ground by Mrs Grant and Mr Everson, had been intended for consideration in respect of the New Homes Bonus. However the Committee had not been aware of the purpose of the note. Mrs Bulbeck remarked some of the criticisms in the note about the playground were not well founded because most of the play equipment was relatively new, the Council having refurbished the playground not that long ago. Also the suggestions made by Mr Everson and Mrs Grant would cost a very great deal of money.

### **Christmas Bazaar**

767. The Christmas Bazaar would be held on Saturday 30<sup>th</sup> November from 12 noon to 3pm at the Village Hall.

The Events Committee would be meeting shortly and making the arrangements for organising the event.

### **Bournes Forum 31<sup>st</sup> October**

768. The next meeting of the Bournes Forum on 31<sup>st</sup> October would be hosted by Southbourne and held at the St John's Church Centre. District Cllr R Hayes would be chairing the meeting. Mr P Hicks agreed to help with refreshments.

### **Open Surgeries**

769. Mrs Grant suggested the Council should hold open surgeries for local residents to attend. Ideally they would be held at the St John's Church Centre or at the Village Hall, or possibly alternate between the two. It was suggested they should be from 10.00am to 12.00noon on Saturday mornings. In the period up to completion of the Neighbourhood Plan they would be fortnightly starting in November, thereafter to be reviewed. A rota would be drawn up for all parish councillors to take turns being in attendance. Mrs Grant offered to produce a record sheet so that all visits by the public could be properly recorded. It was believed all three District Councillors and the County Councillor were supportive and willing to take part.

It was agreed Open Surgeries would be held on Saturday mornings from 10.00am to 12.00noon, at fortnightly intervals, starting from November. Venue to be arranged.

### **Finance – Payments for Approval**

770. A list of payments for approval was presented to the meeting, copy appended to the official minutes.

It was resolved the payments be approved.

### **External Audit 2012/13**

771. The external audit for the year 2012/13 had been completed by PKF Littlejohn LLP.

### **Budget Control**

772. A budget control statement for the period April to September was circulated to members.

**Matters Raised**

773. A chaplet of poppies had been ordered from the Royal British Legion for the Chairman to lay at the forthcoming Remembrance Service.

CHAIRMAN.....

DATE.....