

SOUTHBOURNE PARISH COUNCIL

MINUTES of the meeting held at St John's Church Centre, Southbourne on 9 February 2016.

Present: Mr J Brown, Mr C Bulbeck (Chairman), Mrs M Bulbeck, Mr Ferguson, Mr Finch, Mr Hayes*, Mr M Lane, Mrs Russell and Mr Withers.

*Also District Councillors for Southbourne

Six members of the public.

Apologies for Absence

245. Apologies for absence were received from Mr G Hicks*, Mr P Hicks and Mr Feltham.

Declarations of Interest

246. None

Minutes

247. Resolved that the minutes of the meeting held on 12 January 2015 be approved as a correct record and be signed by the Chairman.

Co-option

248. The Council voted on the three applications for appointment as a co-opted member of the Council.

249. Resolved – that Mr Gowlett be co-opted to the Parish Council until the end of the Council's term in 2019.

Committee Appointments

250. The Council considered the appointment of one councillor to each of the Events Committee and the Planning Committee.

251. Resolved – that Mrs Bulbeck be appointed to the Events Committee and Mr Gowlett be appointed to the Planning Committee.

Open Forum

252. Referring to the item on Footpath 3675, a resident commented that the County Council was not in a position to decide that it should not be a highway. He did not agree that the footpath would need to join footpath 202 to become a restricted byway. County Councillor Ms James said she had written to the Head of Governance and Legal Services at the County Council to question why the road had ever been declassified. The local resident suggested that a legal challenge was needed to get the County Council to recognise the correct status. The Clerk advised that it would be inappropriate

for the Parish Council to challenge another council.

253. A resident asked about the provision of signs in the laybys on Main Road to deter people from dumping vehicles. The Clerk advised that he was corresponding with the County Council Highways Department on this matter and would report back in due course.

254. It was noted that the County Council's Tree Officer had suggested that an avenue of trees could be planted at the entrance to Southbourne at the top end of Stein Road. Members agreed that the Environment Steering Group should investigate whether the Parish Council was eligible to apply for a grant from the Southern Co-operative for this project. The Clerk advised that it was unlikely that an individual would be able to apply and that any application would need to come from the Parish Council if a proposal was supported.

County Councillor's Report

255. The report was received and taken as read. County Councillor Ms James asked members if they had seen any proposals about the improvements to the A27 around Chichester. Members commented that they had not seen anything formally.

District Councillor's Report

256. Mr Finch reported that there would be a small rise in Council Tax. Central Government policy was to remove the Rate Support Grant for councils by 2020. The District Council was driving down its costs and would be outsourcing its leisure management and was looking at the future management of the Novium. The Council was also looking at combining its back office functions with both Arun and Horsham District Councils.

257. The Infrastructure Business Plan had been published on the Council's website and included all the schemes in the District eligible for CIL funding. The Parish Council recognised that it needed to be ready to make use of the funding when it became available.

Police Report

258. For operational reasons no report was available for the meeting.

Finance

259. Payments – Resolved that the following receipts be noted and the payments for February 2016 be approved:

Income		
COMA	Grant	£9,936.00
C Harrison	Pitch Hire (January)	£100.00
Expenditure		
BT	Phone Services (D Debit)	£115.03

K Walsh Building & Roofing	Roof repairs to Pavilion	£520.00
Chichester DC	Recharge for Parish Election 2015	£549.00
Employees	Aggregate Pay & Expenses	£1,485.56
	Total	£2,669.59

260. The Clerk advised that payments against the COMA grant would need to be made by the end of February 2016.

261. Resolved - that the Clerk be authorised to make payments on the receipt of invoices for the work in relation to the COMA Grant.

262. The Chairman proposed that £250 from the Neighbourhood Plan budget be used to stage a thank you party to all those who had worked on the Neighbourhood Plan, now that the Plan was in place.

263. Resolved - that £250 be allocated for the thank you party.

264. Street Lighting Maintenance Contract – Resolved – that the street lighting maintenance contract with SSE for two years duration be approved.

265. Disposal of Equipment – Resolved – that the disposal of the two broken speed indicators and the office photocopier be approved and that they be removed from the Council's asset register.

266. Bank Reconciliation – the reconciliation as at 31 January 2016 would be circulated after the meeting.

Public Art Contribution

267. The Council considered the proposal from Crayfern Homes for a piece of public art to be provided to a value of £6,774 as part of its development of 20 homes within the village. Members agreed to meet a representative of Crayfern Homes to discuss the proposal further and the Clerk would make the necessary arrangements.

Annual Parish Meeting

268. Resolved – that the date of the Annual Parish Meeting of electors be held on Tuesday 19 April 2016 at 7.30 p.m.

Parish Council E mail Address

269. The Clerk advised members that the new e mail address for the Parish Council was clerk@southbourneparishcouncil.com.

Electoral Review of Chichester District Council

270. The Council noted the proposed changes to the number of district councillors for Chichester. The Council declined to make any formal comment

as part of the consultation.

Footpath 3675

271. The Council received the report of the Clerk regarding an application to change the status of Footpath 3675 to a restricted byway. In view of a response from the County Council to a freedom of information request from a local resident, the Parish Council:

Resolved – that no further action be taken.

Items for Future Meetings

272. The Council agreed the following items for future meetings:
- Chichester District Council Grant for Her Majesty the Queen's Birthday celebrations in June 2016 (March)
Invite the District Council's Parking Enforcement Manager to a meeting
 - Invite the manager of the local Boots store to a meeting
 - Report from the Environment Steering Group
 - Report from the Recreation Advisory Committee
 - Update on the Green Ring (May)
 - Review of the Neighbourhood Plan Steering Group (June or July)
 - Strategic Infrastructure response (June)

273. The Clerk would contact Trevor Leggo at SSALC regarding the development of a Parish Council business plan.

Exclusion of the Press and Public

274. Resolved - that the press and public be excluded for the following items of business.

Accident Report

275. The Council noted the action taken in relation to an accident on the Recreation Ground in November 2015.

Staffing Matters – Clerk's Hours

276. The Council agreed to appoint the Clerk for 37 hours a week from mid March 2016 at a salary on the national spinal column for town and parish clerks.

Date of Next Meeting

277. 8 March 2016 at 7.30 p.m.

Chairman

The meeting closed at 8.15 p.m.