

SOUTHBOURNE PARISH COUNCIL

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

Present: Mr J Brown, Mr C Bulbeck (Chairman), Mrs M Bulbeck, Mr Feltham, Mr W Ferguson, Mr Finch*, Mr Gowlett, Mr Hayes*, Mr Hicks* , and Mr Lane.

*Also District Councillors for Southbourne

6 members of the public.

Apologies for Absence

305. Apologies for absence were received from Mr Fergusson and Mr Withers.

Declarations of Interest

306. None

Minutes

307. Resolved that subject to the addition of Mr Gowlett and Mr G Hicks to the list of members present and apologies from Mrs Russell, the minutes of the meeting held on 8 March 2016 be approved as a correct record and be signed by the Chairman.

Open Forum

308. A member of the public reported that a tree root was pushing through the path close to the Tesco store and was causing problems for disabled people and anyone pushing young children in buggies. C Cllr Ms James agreed to raise the matter with the Highways Department.

Emsflow Project

309. The Clerk reported on the work of the Community Flood Action Group for Lumley Road and the bids that had been submitted for additional funding.

310. Resolved -

1. That the Parish Council hold any additional funding for Stage 3 of the Lumley Road Flood Management Project in its bank account, along with the £40,000 Operation Watershed grant previously received, as an earmarked reserve;
2. That the Parish Council be advised of the outcome of the additional bids and of the way forward in the event that these bids are not wholly successful;
3. That subject to the receipt of all additional funding, the Parish Council agrees to cover the VAT element of the project until the VAT is recovered

at the end of 2016/17;

4. That the Parish Council delegates the payments for Stage 3 to the Clerk;
5. That the Project Manager for Stage 3 approves all invoices before payments are made.

County Councillor's Report

311. In addition to her report previously circulated, C Cllr Ms James informed the Council that the County Council would be debating a petition about the A27 at its meeting on 15 April 2016. Mr Nathan Alvery had been appointed as the new Chief Operating Officer of the County Council.

District Councillor's Report

312. Mr Finch reported that he was leading a shared services review for Arun, Chichester and Horsham District Councils respectively so that service delivery could be enhanced across those councils while keeping the council tax down.

313. A review of the Novium Museum was being undertaken as the running costs were very high. The Council was also reviewing all its capital assets to ensure that they remained cost effective.

Police Report

314. The report was taken as read.

Co-option

315. The Clerk reported that no by-election had been called and the Council could therefore fill the vacancy by co-option.

316. Resolved – that the Parish Council advertise the casual vacancy to be filled by co-option from 15 April 2016 with a closing date of 30 May 2016.

Finance

317. Payments – Resolved that the following payments for April 2016 be approved:

Joint Burial Committee	First quarter precept	£5,953.50
Anthony Collins Solicitors LLP	Green Ring /CIO Advice	£2,100.00
Mazars LLP	Green Ring /CIO Advice	£1,020.00
SSE Contracting	Invoice 581769 street light faults	£354.89
SSE Contracting	Invoice 573907 street light fault	£128.95
SSE Southern Electric	Unmetered supply - street lights	£1,548.31
SSE Southern Electric	Pavilion	£37.09
Emsworth Web Designs	Website maintenance	£245.00
Elite Playground Inspections	Quarterly Inspection	£56.70

Southbourne VHMC	Hall and Room Hire	£36.00
West Sussex ALC Ltd	WSALC & NALC Subscriptions	£1,840.99
SSALC Ltd	Local Council Review Subscription	£17.00
CPRE	Annual Subscription	£36.00
ConmmuiCorp	Local Councils Update (Online Legal Library)	£100.00
SLCC	Professional Subscription	£225.00
SLCC	CiLCA Registration Fee	£250.00
HMRC	Tax & NICs (6/1/16-5/4/16)	£1,097.34
Staff	Aggregate pay & expenses	£2,344.03
	Total	£17,390.80

Transfer from Savings Account £3,799.01

318. End of Year Accounts 2015/16 – The Council considered the Annual Governance Statement for 2015/16 presented by the Clerk and RFO.

319. Resolved – that the Annual Governance Statement for 2015/16 be approved and signed by the Chairman.

320. The Council considered the Accounting Statement of the Annual Return 2015/16 presented by the Clerk and RFO.

321. Resolved – that the Accounting Statement of the Annual Return be approved and signed by the Chairman.

322. The Clerk and RFO presented the end of year accounts for 2015/16.

323. Resolved – that the end of year accounts for 2015/16 be approved and signed by the Chairman.

324. The Clerk reported that the External Auditor had recommended that the statutory notice of public rights and publication of the unaudited annual return should be published from 6 June to 15 July 2016.

325. Resolved – that the notice of public rights and publication of the unaudited annual return be published from 6 June to 15 July 2016.

New Homes Bonus

326. The Council noted that the deadline for application was 29 July 2016 and the Council would need to approve any application at its meeting on 12 July 2016. It was suggested that a project from the list identified for CIL funding might be suitable as a New Homes Bonus project instead.

Green Ring

327. The Clerk reported that he had commented on a draft constitution for the proposed Charitable Incorporated Organisation (CIO). The draft would be circulated to members of the Parish Council.

Planning and Placemaking Awards

328. The Neighbourhood Plan was being put forward for the national Neighbourhood Planning Award. This award would go to the entry that best demonstrated how a neighbourhood plan has had or was likely to have a positive impact on the physical or environmental quality of a place or the economic or social well-being of its community.

Bourne Community College – All Weather Pitch

329. Bourne Community Trust was seeking the Council's support for an all-weather pitch to be built on the Bourne Community College land at an estimated cost of £516,000 including fencing and lighting. Funding would principally be through Sport England although the Trust had asked the Parish Council to consider making a contribution to the project.

330. Resolved – that the project be supported in principle and that a contribution for it be considered at a future meeting.

Fencing by the Pavilion

331. It was noted that most of the tree whips had now been planted at the Bourne Community College.

332. Resolved - that the fencing be removed from either side of the pavilion.

Environment Steering Group

333. The Chairman of the Group would circulate the draft minutes in due course. The microchipping for dogs in the parish had been run independently of the Parish Council. It was suggested that the Parish Council should be able to run events such as this. The Clerk reminded members that the Council did have an Events Committee that could co-ordinate them and that given sufficient notice, there was no reason why it could not do so. It would also enable the other Committees and Groups to focus on their primary purpose.

Public Art Contribution

334. The Council noted the minutes of the meeting held on 22 March 2016 regarding public art and another meeting needed to be arranged. It was agreed that the group had become too large to be effective and members therefore:

335. Resolved – that Mr Hayes, Mr Bulbeck and Mrs Bulbeck be appointed to take this matter forward with Mr Wawman from Crayfern Homes and the District Council.

Risk Assessment

336. The Council received and noted the risk assessment prepared by the Clerk and Chairman.

Agendas and Minutes

337. The Clerk suggested that in order to improve the transparency of the Council, the agendas for both Council and Planning Committee should be placed on the website. He also suggested that the unconfirmed minutes should be available on the website rather than wait until they were confirmed at the next meeting.

338. Resolved – that the agendas and unconfirmed minutes of the Council and the Planning Committee be placed on the Council’s website.

Planning Committee – Standing Orders

339. The Clerk put forward draft standing orders for the Planning Committee which were to be read in conjunction with the Council’s Standing Orders.

340. Resolved – that the Standing Orders for the Planning Committee be approved.

Items for Future Meetings

341. No items were proposed but members agreed that a Loyal Greeting should be sent to Her Majesty the Queen on the occasion of her 90th Birthday.

Date of Next Meeting

342. 10 May 2016 at 7.30 p.m.

Chairman

The meeting closed at 9.05 p.m.