

## **SOUTHBOURNE PARISH COUNCIL**

**MINUTES** of the meeting held at St John's Church Centre, Southbourne on 12 July 2016

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

\*Also District Councillors for Southbourne

2 members of the public.

### **Part I**

#### **Apologies for Absence**

29. Apologies for absence were received from Mr Finch\* and Mr Lane.

#### **Declarations of Interest**

30. None

#### **Minutes**

31. Resolved that the minutes of the meeting held on 14 June 2016 be approved as a correct record and be signed by the Chairman.

#### **Open Forum**

32. Further to the discussion regarding the day nursery at Garsons Road on 14 June 2016, it was noted that the nursery did not have a staff car park. The owner had indicated that she would ask staff to spread out their car parking as far as possible to alleviate the pressure on local resident parking.

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

33. The report of County Councillor Ms James was taken as read. It was noted that all the comments of the residents affected by the potential closure of the Hambrook mobile waste site were not taken into account by the County Council's Environment and Community Services Select Committee when considering the proposals to close the mobile sites.

34. Regarding the obstructions on Footpath 212, Ms James had asked Legal Services to write to the landowner requiring him to remove all the obstructions.

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

35. Work continued on the share services exercise with Arun and Horsham District Councils to see how they could save money on the human resources, legal services and benefits functions of each council. No proposals to outsource the services were being considered.

36. The garden waste recycling service was being relaunched and the first three months would be free to new customers.

37. If the Parish Council did not have its neighbourhood plan in place then the District Council would be looking at allocating housing sites in the parish. It was noted that Bosham Parish Council was splitting its neighbourhood plan in two and the District Council would allocate the sites while the rest of the plan would be put to a referendum.

### **Police Report**

38. It was noted that due to changes in the working arrangements of PCSOs, there would not be a police report to Council in future. PCSO Lemm would however still attend the local Police and Crime Panel meetings. The Council thanked PCSO Lemm for his informative reports.

### **New Homes Bonus**

39. The Council considered the proposals to put forward for New Homes Bonus funding in 2016/17, namely:

- Consultancy advice from rCOH for the Green Ring development (£4,000);
- Highways consultancy advice regarding the road network in Southbourne (£2,000) and
- Design and specification of a new turning circle and layout of 200 plots for the cemetery extension at Westbourne (£2,000 from Southbourne; £1500 from Westbourne).

40. £700 was proposed to be used to provide village gateway signs.

41. Resolved – That

1. applications for the schemes set out at minute 39 above be submitted for New Homes Bonus funding by 29 July 2016;
2. Where necessary, the Council write to neighbouring Parish Councils and the County Council to seek their agreement to village gateway signs being attached to the backs of their existing gateway signs.

### **Public Art**

42. The Council considered the proposed brief for public art at the Gosden Green development that had been drawn up by Crayfern Homes and Chichester District Council. The brief was aimed at established artists and there would be a separate competition for school children. The closing date for applications would be 2 September 2016.

43. Resolved that the brief for public art at Gosden Green be supported.

### **Flood Alleviation Works**

44. River Ems It was noted that the Flood Forum has been successful in obtaining £20,000 from SSE and an additional £30,000 from Operation Watershed for the Phase 2 works at

Lumley Road. It was anticipated that work would commence in September.

45. River Ems – Brook Meadow – The Council received the report of the Clerk on the proposed ecological study of Brook Meadow in preparation for a planning application to be submitted for an earth bund to be placed on the Meadow. It was proposed to use the same firm for the study that the Conservation Group had used previously.

46. The Parish Council would be consulted on any application submitted in due course.

47. Resolved –

1. That Financial Regulations be waived
2. That a quote made out to Southbourne Parish Council be obtained from CSA to provide a preliminary ecological appraisal, a data search and an ecological mitigation strategy for Brook Meadow
3. That two authorised signatories sign the contract subject to West Sussex County Council confirming it will reimburse the Parish Council for the contract costs.

48. Nutbourne – The Council received the report on the flooding problems in Nutbourne and agreed that Mr Gowlett, Mrs Talbot, Mr Seabrook and the Clerk would meet Mr Traves from Opus International to discuss how to proceed and whether they were suitable for Operation Watershed funding.

49. Chidham and Hambrook Parish Council had asked for Southbourne Parish Council to consider a joint Operation Watershed project to resolve flooding problems along the ditch adjacent to the FP 258 on the parish boundary. This ditch was also alongside what would become the new open space as part of the Taylor Wimpy and Mildren Homes developments.

50. Members agreed representatives from that Parish Council would be invited to the meeting with Opus International.

## **Finance**

51. Payments – Resolved that the following payments for July 2016 be approved:

Portsmouth Water/Castle Water	Annual payment for pavilion	£	76.15
SSE	Pavilion Electricity (D Debit)	£	30.59
CIA	Pavilion alarm service	£	133.20
G Burley and Sons	Recreation Ground	£	463.20
Society of Local Council Clerks	Reference Book	£	76.60
Society of Local Council Clerks	VAT Course (Clerk)	£	114.00
Viking	Office supplies	£	186.24
SSE	Street light supply	£	1,438.86
JDS	Removal of fencing & fence repair	£	120.00
HMRC	Quarterly Tax and NICs	£	2,211.51

Staff	Aggregate Salaries and Expenses	£	2,424.04
Joint Burial Committee	Quarterly Precept	£	5,953.50
	Total	£	13,227.89

Transfer from Savings Account For current payments £ 13,227.89

52. It was noted that Castle Water was now the retailer for business water supplies. Portsmouth Water remained the wholesale supplier.

53. Bank Reconciliation – the reconciliation to the 30 June 2016 was noted.

54. Payments in August 2016 – Resolved – that Clerk and two cheque signatories be authorised to make any necessary payments due in August 2016 and all such payments made to be reported to Council in September 2016.

### **Items for Future Meetings**

55. Maintenance of public rights of way.

### **Date of Next Meeting**

56. 12 September 2016 at 7.30 p.m.

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

57. 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.

### **Summary of Items discussed in the absence of the Press and Public**

The Council agreed the minutes Part II of the meeting on 14 June 2016 and also agreed to a finance software contract.

Chairman

The meeting closed at 9.53 p.m.