

SOUTHBOURNE PARISH COUNCIL

MINUTES of the meeting held at St John's Church Centre, Southbourne on 8 September 2015.

Present: Mr J Brown, Mr C Bulbeck, Mrs M Bulbeck, Mr M Everson, Mr W Fergusson, Mr Hayes*, Mr G Hicks*, Mr M Lane and Mrs A Russell.

*Also District Councillors for Southbourne

Three members of the public.

Apologies for Absence

109. Apologies were received from Mr Finch and Mr P Hicks.

Declarations of Interest

110. None

Minutes

111. Resolved – that the minutes of the meeting held on 17 July 2015 be approved as a correct record and signed by the Chairman.

Open Forum

112. In response to a question about the football pitch the Clerk informed members that he had advised AFC Southbourne when the pitch might be 'vertidraind', which was unlikely until late September at the earliest due to ground conditions.

113. In response to a question regarding the minutes of meetings on the website, the Clerk confirmed that those for June and July would be put up on site as soon as possible.

County Councillor's Report

114. The report was received and noted. The Clerk informed the meeting that he had circulated the notes of the meeting held on 27 July 2015 to Cllr Ms James and members of the public who had attended to discuss the DMMO application to change footpath 3675 to a byway open to all traffic. It was clear that further evidence would be required to proceed with the application.

District Councillor's Report

115. The District Council had agreed the Local Plan on 4 July 2015 and after allowing for the statutory six week period for challenges it was now fully adopted. 435 houses could be built per annum during the life of the Plan which was lower than originally envisaged, due to a number of factors including inadequate access on to the A27 and lack of waste water treatment capacity. The inspector required a revised Plan to be prepared by 2020. The

Council was now seeking agreement to the Community Infrastructure Levy of £120/m² with parishes getting 25% of the Levy if they had a neighbourhood plan in place or 15% otherwise.

116. The Council noted other issues in the district including amongst others:
- Savings were needed including from leisure and the Novium although these services would be maintained.
 - 91 new businesses had started in the district in June
 - A new pay and display system would be brought in to operation in Chichester in the near future.

PCSO Report

117. The report of PCSO Lemm was received and noted.

Finance

118. Payments – Resolved that the following payments for September 2015 be approved:

Burleys	Ground maintenance	£ 463.20
Covers	Materials for pavilion	£ 29.70
SSALC Ltd	50% CILCA training	£ 160.00
Viking	Office supplies	£ 204.01
SD Playground Services	Quarterly inspection	£ 56.70
Bourne View Management Cttee	Approach Road Works (1/15th)	£ 152.26
BT	Internet Services (Direct Debit)	£ 45.00
Clerical Assistant	August pay	£ 101.14
Litter Picker	August pay	£ 91.03
Caretaker	August pay	£ 191.45
Clerk	September salary	£ 983.56
HMRC	Tax & NI	£ 688.79
	Total	£ 3,166.84
Transfer from Savings Account	For current payments	£ 3,166.84

119. The following payments for August 2015 were noted:

Burleys	Ground Maintenance	£463.20
BT	Phone bill (D Debit)	£117.20
Covers	Paint & Materials	£79.19
Caretaker	July Payment	£212.86
Litter Picker	July Payment	£130.02
Clerical Assistant	July Payment	£182.37
Clerk	August Salary	£983.36
	Total	£2,168.20
Transfer from Savings Account	For current payments	£2,168.20

120. Bank Reconciliation - The bank reconciliation for August 2015 was noted.
121. Hire Agreement - The Council agreed to waive standing orders to enable consideration of this item.
122. The Clerk reported that following the Council's approval of the hire agreement in July 2015, AFC Southbourne had indicated that it could not actually pay the previously agreed costs of £120 per month as it had subsequently been made aware of additional charges relating to the League. The Club had therefore proposed a revised fee of £55 per match, to be payable on a per match basis in advance for the month ahead.
123. Following further discussion it was:
124. Resolved - (i) that a revised fee of £50 per match payable in advance each month and (ii) that subject to the amendment of the fee payable, the revised hire agreement be approved.
125. Repairs to Street Lighting - The Clerk reported that SSE Contracting had sought approval to undertake a number of repairs to the street light stock.
126. Resolved - that the following works be approved:
- (i) Unit 5 Breach Avenue Large hole in door of supply box - Cost to replace wall box £78.67 plus labour £102.34 + service works £482.41 ALL plus VAT - will require formal quote
 - (ii) Unit 1 Gordon Road - Dayburning - Cost to replace £47.92 plus labour
 - (iii) Unit 3 Manor Way - Leaning post - Cost to restore to vertical £206.53
 - (iv) Unit 2 Smallcuts Ave - Sox bowl missing - Cost to replace £31.62 plus labour
127. Reappointment of Internal Auditor - Resolved that Murray MacIntosh O'Brien be reappointed as the Council's Internal Auditor for 2015/16.

Neighbourhood Plan

128. It was anticipated that the Plan would be put to a referendum on 5 November if the District Council's decision was not "called in".
129. The Steering Group had proposed that leaflets about the referendum were sent to all residents, probably by Royal Mail and the estimated cost of printing and delivery was £600+VAT. Care would need to be given to all posters and leaflets to ensure that none were on noticeboards or circulated during the 28-day period leading up to the referendum in order to comply with the "purdah" rules governing local referenda. Printing of the updated Plan and supporting documents for distribution around the 11 sites in the parish for public viewing would be dealt with through Chichester District Council and the cost recharged to the Parish Council.

130. Resolved – (i) that the above proposals be approved
(ii) that the Chairman, Vice Chairman, Mr Hayes and Mr Brown be delegated authority to approve matters regarding the Neighbourhood Plan.
131. There would be a public meeting held on 3 October 2015 from 13:00 to 16:00 in the Village Hall to promote the Neighbourhood Plan referendum
132. The Council thanked the Steering Group for all their hard work in getting the Neighbourhood Plan to the referendum.

Green Ring

133. Advice was being sought from COMA about the best option in terms of ownership and management of the land used for the green ring and two days legal advice was being used for this.
134. The New Homes Bonus had been submitted on 30 July 2015 for fencing for a proposed tree nursery by the pavilion and £1700 to be used for consultancy on routing and access for the footbridge. Highways England had been approached about using some of their land that would be required for access to the footbridge. In response to a question about the nursery, Mr Ferguson commented that maintenance of the trees had not been addressed but he thought they would be looked after by volunteers and managed by the Green Ring management group. The Woodland Trust had indicated that the proposals for the nursery and onward planting were viable.
135. Mr Brown reported that separately the County Council had agreed to provide and plant ten trees in the parish. Also a member of the public had privately sought funding from the Co-op for environment projects. The Clerk reminded the Members that if the expectation was that the Council would subsequently run the projects the Council's agreement would be required and all funding and payments would need to go through the Clerk.

Items for Future Meetings

136. Environment Focus Group

Date of Next Meeting

137. 13 October 2015