

SOUTHBOURNE PARISH COUNCIL

MINUTES of the Meeting held at St John's Church Centre on 14th January 2014.

Present: Mr J Brown, Mr C Bulbeck, Mrs M Bulbeck, Mrs S Cecil, Mr M Everson, Mr A Feltham, Mrs J Grant, Mr R Hayes, Mr P Hicks, Mr J Jennings, Mrs L Leader, Mr R Rolfe.

County Cllr S James, District Cllr G Hicks.

Apologies: Dr P MacDougall, District Cllr B Finch.

Declarations of Personal or Prejudicial Interests by Members

805. Mr Bulbeck, Mrs Bulbeck and Mr Hayes in the grant application for Southbourne Village Hall, as members of the Village Hall Committee.
Mr Everson in the donation to St John's Church, as a member of the PCC.

County Councillor Comments

806. With the approval of the Council, the order of the agenda was changed to take County Councillor Comments next.
Cllr Sandra James gave her report. Written copy attached as appendix to the Minutes.

The Council resolved to ask Cllr James to continue with her investigations into possible improvements to traffic and parking problems in the vicinity of the Infant and Junior Schools.

Cllr James handed in a cheque for the grant for Operation Watershed.
When asked by Cllr James for his comments on her summary of the Operation Watershed current position, Mr Rolfe emphasised the need for WSCC, as owners of the Lumley Road, Peter Pond embankment and drains between the two, to take full responsibility for the design, construction supervision and future maintenance of the anti-flooding measures to be taken. This meant that any consultants and or contractors must be appointed by WSCC and that all payments of grant money to consultants and or contractors, must be approved by WSCC before they are made. Cllr James confirmed she would ensure that this was addressed at a forthcoming meeting with Kevin Macknay of WSCC.

Police Report

807. The meeting was temporarily closed for PCSO Jason Lemm to give a report. Jason was thanked for his report and in particular for the work he was doing with the local schools.

Minutes

808. It was resolved the minutes of the meeting held on 10th December 2013 be approved as a correct record and that they be signed by the Chairman.

Matters Arising

809. Min 784 Operation Watershed. For clarification Mr Rolfe explained he had sought initial advice from Archibald Shaw engineers.

810. Min 801 Reduction in rebates. Mr Hayes was awaiting a reply from the relevant Cabinet Member at Chichester DC.

811. Min 803. New roundabout at the recreation ground. The Chairman, Caretaker and Clerk had checked the roundabout and the amount of movement did not appear excessive. The supplier of the roundabout had agreed to check it when they had a representative in the area.

Open Forum

812. The meeting was temporarily closed for public comments. Upon re-opening the meeting the Council noted information on water quality in Chichester Harbour was not readily available to residents if they did not use the internet, although it was believed information could be obtained from Chichester Harbour Conservancy.

District Councillor Comments

813. Mr Hayes reported the Fishbourne Neighbourhood Plan was now out for pre-submission consultation.

There was greater confidence for small firms to grow their businesses.

Statistics were given on housing numbers on the waiting list. Currently there were 3,400 applicants on the housing waiting list.

The Novium Museum had a new manager. The Bosham Head, a giant stone, was now on permanent display at the Novium. There had been 986 visitors to the Museum in the last month.

The new method of working at District Council offices was underway and there was good co-operation from members of staff.

The planning application for development rear of 61 Stein Road had been refused at the last Planning Committee.

Mr Brown asked how many people had actually been rehoused in the last year. Mr Hayes would provide the figure.

Mr Feltham commented applicants on the housing waiting list had to re-apply each year otherwise they were taken off the list.

Correspondence

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

Additional Correspondence

815. Chichester DC. Strategic Housing Land Availability Assessment (SHLAA) 2014 Update. The District Council was undertaking a further review of the SHLAA and wished to refresh information on employment land availability to input into a Site Allocations Development Plan Document, including updating and obtaining data about potential sites and details of all possible opportunities for housing, including potential for gypsy, traveller and showpeople sites over the next 15 – 20 years.

(Copied to all members of the Council)

816. Community Development Foundation. Release of the final payment of £700 of the Locality grant towards the Neighbourhood Plan.

817. Havant Borough Council. Submission of the Local Plan (Allocations) Development Plan Document for independent examination. Available on their website.

818. WSCC. Notice of ditch clearance work to the ditch running alongside FP212 from the end of the recently culverted section southwards for approximately 50 metres. To be done on a without prejudice basis at the expense of WSCC. Access would be gained through Southbourne Farm Shop premises.

Neighbourhood Plan

819. The last meeting of the Steering Group had been on 7th January. Future meetings would take place on the first Tuesday of each month. The meeting had discussed community facilities and setting up a Community Development Trust, including the possibility of engaging professional help. There was concern there had been no advice from AIRS or CDC on SEA roles and funding. A meeting with CDC was required to clarify the situation. Proposals for the recreation would need to be considered by the Council. There was discussion on whether there was some conflict of interest if this was referred to the Recreation Advisory Committee but it was noted the Advisory Committee did not make decisions but only made recommendations to the full Council. It was decided the Council was fully confident for the Recreation Advisory Committee to consider the matter. Mrs Bulbeck (Chair of the Recreation Advisory Committee) wished to record she objected strongly to the comments made by Mrs Grant who had questioned whether the Recreation Advisory Committee should consider the proposals. A meeting of the Community Focus Group would take place on 15th January to consider community facilities strategy and all councillors were encouraged to attend this meeting.

Speed Indicator Devices (SIDS)

820. One of the devices was faulty and was being sent back to the supplier for repair. The remaining device was being looked after by Mr P Hicks until the other device had been repaired. When both devices were in use again arrangements would be made for Mr Staker to take over future maintenance. Liaison would be made with PCSO Jason Lemm to identify suitable sites for the devices, including at Lumley.

Clippings Publicity for 20's Plenty

821. WSCC had been asked for samples of publicity material used in Chichester but had not responded yet. This item was deferred to the next meeting.

Review of 'Drop Ins'

822. Mrs Grant circulated an interim report on the Parish Council's 'Drop Ins'. Copy appended to the official minutes. It was resolved the Drop Ins would continue on a monthly basis, on the second Saturday of every month.

Report of Finance Advisory Committee – Estimates & Precept 2014/15

823. The report of the Finance Advisory Committee 17th December 2013 had been circulated with the agenda.

Internal Audit

824. In accordance with the recommendation of the Finance Advisory Committee the Council would continue to employ Murray McIntosh O'Brien to carry out the internal audit function.

Grants

825. In accordance with the recommendation of the Finance Advisory Committee it was resolved to give the following grants.

Age Concern Southbourne	£500
Arun & Chichester Citizens Advice Bureau	£300
Home Start Chichester & District	£300
Southbourne Village Hall	£1400

(Mr Bulbeck, Mrs Bulbeck and Mr Hayes withdrew for this item.)

Donation St Johns Church

826. In accordance with the recommendation of the Finance Advisory Committee it was resolved to make a donation to St Johns Church of £600 in appreciation for use of the Church Centre for holding meetings.

(Mr Everson withdrew for this item)

Pay Review Caretaker, Clerical Assistant and Litter Picker

827. In accordance with the recommendation of the Finance Advisory Committee it was resolved, that with effect from 1st April 2014, the pay of these employees should be:

Litter Picker £7.65 an hour.

Caretaker £8.25 an hour.

Clerical Assistant £262.08 a month.

Estimates 2014/15

828. It was resolved the estimates as presented be approved.

Precept 2014/15

829. The precept for 2014/15 was calculated as follows:

Net total expenditure	£101,000
Less from reserves	- £8,813
Funding requirement	£92,187
Less Grant from CDC	- £6,187
Set precept requirement	£86,000

It was resolved the precept for 2014/15 would be £86,000.

Finance – Payments for Approval

830. A list of payments for approval was presented to the meeting, copy appended to the official minutes. It was resolved the payments be approved.

Matters Raised

831. Mrs Grant suggested the Annual Parish Meeting to be held in March could be publicised in Clippings newsletter.

CHAIRMAN.....

DATE.....