

## **SOUTHBOURNE PARISH COUNCIL**

**MINUTES** of the Meeting held at St John's Church Centre on 10<sup>th</sup> December 2013.

**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, Mr R Rolfe, Dr P MacDougall.  
County Cllr S James, District Cllr G Hicks.

Apologies: Mrs L Leader, District Cllr B Finch.

Dr MacDougall was disappointed at the non-attendance by Cllr Finch, especially because it was his turn to give the District Councillor Report.

### **Declarations of Personal or Prejudicial Interests by Members**

782. None.

### **Minutes**

783. It was resolved the minutes of the meeting held on 12th November 2013 be approved as a correct record and that they be signed by the Chairman.

### **Matters Arising**

784. Min 776. Operation Watershed. Cllr Sandra James reported the application was being processed. Another company had been engaged because the original company did not have the required indemnity. A meeting was being held with Mr Macknay, WSCC and Mr Madinaveitia from Slipper Pond Preservation Association. Mr Rolfe was obtaining design advice from Archibald Shaw engineers. It was confirmed no Parish Council funds were being committed to this scheme.

785. Min 778. SIDS. Mr P Hicks commented some decisions needed to be made regarding deployment and maintenance of the SIDS and asked for an agenda item for the next meeting.

786. Min 781. Footpath 212. Mr Bulbeck informed the meeting he had been approached by WSCC to allow access to FP212 through the Southbourne Farm Shop land to enable maintenance work to be carried out to the ditch.

787. Min 797. Christmas tree. The lighting of the Christmas tree had been well attended and many favourable comments had been received.

### **Open Forum**

788. The meeting was temporarily closed for public comments. Upon re-opening the meeting the Council noted the resident had commented on both the footpath 212 and the ditch alongside the footpath at the November meeting.  
Cllr S James confirmed she was still progressing these matters with the relevant officers at WSCC.

### **County Councillor Comments**

789. Cllr Sandra James reported that she sat on the Performance & Finance Committee at WSCC. There was a budget gap based on current planning assumptions, which was £144m

if Council Tax was frozen over the period of four financial years. £122m if Council Tax increased by 1.99% per annum ( the maximum allowable without triggering a local referendum). The desired service level outcomes as stated by the Cabinet at WSCC (Conservatives) were – giving children the best start in life, a strong and diverse economy, independent for longer in later life. Her belief was that the cycle of deliberations would mean some inevitable cuts in some services. The pressure on Adult Services was enormous and they were currently over budget. The process of reviewing the budget was underway and would be brought to the Cabinet for approval in February 2014. During this time there were a number of Road Shows which were available for residents to attend and discuss with officers. WSCC were more and more using commissioning services to provide their aims and objectives, for example, WSCC entire computer service was provided by the firm Capita. The next formal meeting was on 13<sup>th</sup> December at County Hall when the budget would be debated.

WSCC input to CDC Local Plans. Her concern was the data feeding the Local Plan. Working across the Bourne Division this was something she was failing to get answers to despite consistent requests to CDC. These infrastructure issues would continue to be a major reason for arguing the case in over zealous planning applications. Examples were school placement projections for Bourne Community College, traffic flows, Thornham Treatment Works.

Regarding footpath 212, WSCC would be clearing 50m of length of the ditch to access the culverted stretch, accessed from Mr Bulbeck's land, expected to be undertaken by the end of January. WSCC would also write to the owners of adjacent land to remind them of their obligations. All of this was to improve the water drainage issue outside Boots Chemists on the highway. A response was awaited from the Access Ranger in respect of the seaward end of the footpath.

Update on the Lumley Operation Watershed project. Disappointingly the WSCC contractors Landbuild did not have required public liability insurance. They had also sent an engineer to price the work who had little understanding of the bank issues. This had resulted in the need to engage an engineering firm to vet the quotation. Their engineering partners were Archibald Shaw. The Parish Council's sanction was required for them to be approached to undertake this work. The Operation Watershed funds were in the pipeline for a decision to be made. Cllr James hoped there would be a saving on the need for a caisson which would offset the costs of engaging Archibald Shaw. Separately there was a bigger picture for protecting the A259/Slipper Pond area from flooding which would be handled at a wider meeting of stakeholders in the new year. Her view was the Lumley project should continue. Southbourne Infant and Junior Schools. A meeting had been held with PCSO Jason Lemm to discuss ways of managing the school traffic and parking issues. A TRO one way system was a potential offering.

Regarding the WSCC Community Initiative Fund, Cllr James would love to sit at a CLC meeting and support a community application from Southbourne.

The Council agreed to give WSCC sanction to engage Archibald Shaw for engineering work required for the Operation Watershed project at Lumley.

### **District Councillor Comments**

790. Cllr G Hicks gave the following report on behalf of Cllr B Finch.

Money generation.

CDC had recently contractually agreed to rent out the East Pallant House to the solicitors Thomas Eggar who would be relocating their local offices. Their rent would begin on 30 May 2014 and they would undertake some works and fit the offices out before moving in later in the year. This would enable CDC to contribute to the council's budget deficit by in excess of £180,000 through rental income and saved costs. The New Ways of Working Project was well underway and the office moves and programme of works had already started. Finance

was now located in the Revenues and Benefits office. Several other small moves had already taken place and more would be happening over the next few weeks.

Waste and recycling collection day calendars.

Significant increases in postal charges prompted a review of the collection day calendar system. Research undertaken with CDC's neighbouring authorities showed that most do not send out an individual property-specific calendar to every household. Generic calendars had been included in the Winter Initiatives magazine, but specific calendars were downloadable from the website and could still be sent out to individual residents on request.

Christmas / New Year waste collections.

There would be some changes to the day of collection for the waste and recycling service over this period. The domestic collection staff would be working on three Saturdays rather than Christmas Day, Boxing Day or New Year's Day. This would mean that some residents would have to put their bins out either earlier or later than normal. Details of changes were included in a matrix in the Winter Initiatives magazine and also householders could find specific details for their property on the Council's website. The green waste collection service did not operate for the two weeks over Christmas, between the 23 Dec and 3 Jan. Collections commenced again from 6 Jan, as per the collection calendar issued to all householders in the scheme. A minimal number of changes were being made to the clinical waste collection services. Letters would be sent to any residents affected by these changes.

Recycling performance.  
During 2012/13 CDC had a significant problem with rejected loads of recycling, with 664 tonnes being rejected prior to being sent to the recycling facility. Much of the problem concerned wet paper/cardboard contaminating the rest of the load, but also there were many cases of the wrong material (general waste, food waste, bagged materials and even used nappies!) being placed in the bins.

Much work had been done advising residents of the correct materials by staff, including the collection crews. For the period April to October 2013 rejections had been reduced to 33 tonnes.

White Ribbon Campaign.

Chichester Safety Partnership was working with Chichester Rugby Club to highlight local sportsmen as role models in their campaign against violent behaviour towards women. People around the Chichester District would sport white ribbons as their personal pledge never to commit, condone or remain silent about violence against women. On average, 40 reports of domestic abuse were reported to Sussex Police each day. However, police believed the true picture may be higher.

Enabling Grants.

Applications for Enabling Grants to help local businesses build or develop websites were now being processed. CDC were currently dealing with 16 applications, whilst 2 had already been approved. Of the £40,000 available, £13,639 has been allocated. It was pleasing to see a good number of applications from businesses in the City and in the South, and a growing number in the North. CDC would be grateful for support in passing this information on to local businesses.

Economic data – October update.

According to latest data from a BankSearch survey, Chichester District had 83 new businesses which started up in October 2013; Chichester South saw the most start-ups; Stedham saw the least. This accounted for 1.4% of start-ups across the South East.

Local Produce Shop.

Following the unsuccessful submission of one application for the Local Produce Shop, the project had been drawn to a close. Whilst CDC remained committed to supporting local produce endeavours, it was clear that there was not sufficient private interest in this particular project at this time.

The Novium .

Cathy Hakes had taken over the role of Museum Manager on secondment. In order for Cathy to understand the role fully and develop some new initiatives around the exhibition material, special events and retail, her secondment had been extended until March 2014.

Officers had been liaising with Pallant House Gallery to develop a closer working relationship with the galleries education programme and outreach work. Further work was planned for the new year around joint ticketing, marketing and loaning of collections.

Museum visitors totalled 1,047 for the month of October, including 49 people who attended events and 60 people who visited the Guildhall.

TIC visitors and telephone/ email enquiries totalled 2,862. Volunteers gave up a total of 280 hours of their time to support events and a variety of other museum services. 186 school children attended learning sessions at the museum.

Exhibitions.

New graphics had been installed in the 2nd floor gallery for the interactive drawers and the Cathedral View area. The Bosham Head has been removed from the Collections Discovery Centre, Fishbourne for conservation work and would be installed in the ground floor of the museum at the end of December. Kerill Winters delivered an outreach talk to the Parkinson's group at the Newell Centre on the 18 of November. Additional objects had been placed in the Balustrade case on the ground floor to help interpret the materials used in the construction of the Roman baths and how it may have looked in its heyday.

Cllr Finch wished a happy Christmas to all members of the Parish Council and best wishes for 2014

### **Correspondence**

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

List item 4. Seaward Properties Ltd. Identifying infrastructure needs in relation to development plan. It was agreed the Council would not engage in direct dialogue with the developer but would leave any negotiation regarding a S106 Agreement for the District Council to enter into.

### **Additional Correspondence**

792. Chichester DC. Council Tax setting 2014/15 and taxbase figures for parishes. Referred to Finance Advisory Committee.

793. Chichester DC. Copy of Section 215 Notice, land at 12 Second Avenue (clear all rubbish debris etc from the land)

794. CPRE. Request for support for a fighting fund to defend against proposed Mayfields new town between Henfield and Sayers Common. It was decided not to make a donation.

### **Neighbourhood Plan**

795. Mr Hayes reported the last Steering Group meeting had been well attended and there had been a very full agenda. Good progress continued to be made. Parish Councillors were again encouraged to attend meetings and give full support.

### **Recreation Ground**

796. The last meeting of the Recreation Advisory Committee had not made a recommendation for a figure to be included in the estimates for 2014/15 for new play equipment / improvements at the recreation ground and it had been left for the full Council to decide a figure.

It was resolved to include £10,000 for new play equipment / improvements in the estimates for 2014/15.

**20's Plenty for Southbourne**

797. The Chairman, Vice-Chairman and the Clerk had met with officers from WSCC Highways on 26<sup>th</sup> November to discuss the introduction of a 20mph default speed limit for parts of Southbourne and Prinsted Lane. Mr Hayes had not been able to attend the meeting. The officers had emphasised 20mph zones were generally created as a result of campaigns from residents themselves with support from local councils. County would need to have evidence of a strong local demand for the introduction of a scheme in Southbourne. Consultation with residents was necessary to be able to gauge the level of support for a scheme.

In order to engage with the residents, it was decided the Clippings Editorial Team would draft an edition of Clippings newsletter to publicize proposals for 20mph limits for parts of the parish and to seek the level of support from residents. The draft would be brought back to the full Council for approval.

**New Bus Shelters – New Road Junction / Main Road**

798. The two new bus shelters had been installed at the junction of New Road and Main Road. The Clerk had applied to Chichester DC for release of S106 money from the Hermitage development SB/98/03023/OUT which they were holding.

**Finance: Payments for Approval**

799. 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**

800. Dr MacDougall had been pleased to receive the Police Report from PCSO Jason Lemm which showed a low level of crime in Southbourne.

801. Dr MacDougall drew attention to the Government reduction in rebates which required claimants to pay some contribution, which they may not be able to pay, and consequently would go into arrears. Some councils had made know they would not take action to recover these arrears.

District Cllr Hayes believed CDC would not pursue recovery of such arrears.

802. Mrs Grant asked for an agenda item for 'Drop Ins' at the next meeting. It was suggested the Council should produce an annual report and priorities for 2014. Comment was made on the delay in circulating the information folder and whether it would be preferable for it to be held at the parish office. Mrs Grant was given the folder first.

803. Mr Hayes reported the new roundabout at the recreation ground was rocking on the base. This would be checked.

**Neighbourhood Plan – Identification of Sites**

804. Part 2. Public Bodies (Admission to Meetings) Act 1960. The public were excluded for this item.

Members of the Steering Group Jeff and Sue Talbot were invited to give a report to the Council on the identification of sites in respect of the Neighbourhood Plan.

It was resolved the report would form the basis of agreement on the preferred sites and the Council agreed in principle to look at the options for the recreation ground in Park Road.

CHAIRMAN..... DATE.....