

## **SOUTHBOURNE PARISH COUNCIL**

**MINUTES** of the Meeting held at St John's Church Centre on 11<sup>th</sup> March 2014.

**Present:** Mr J Brown, Mr C Bulbeck, Mrs M Bulbeck, Mr M Everson, Mr A Feltham, Mrs J Grant, Mr R Hayes, Mr P Hicks, Mr J Jennings, Mrs L Leader, Dr P MacDougall.  
County Cllr S James, District Cllr G Hicks.  
4 members of public.

Apologies: Mrs S Cecil, Mr R Rolfe, District Cllr B Finch, PCSO J Lemm.

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

856. None.

### **Minutes**

857. Min 851. Add – Mrs Grant commented that it should be decided, after appropriate discussion at a meeting, who was authorised to speak on behalf of the Parish Council, when they could do that and why. Subject to the addition, it was resolved the minutes of the meeting held on 11h February 2014 be approved as a correct record and that they be signed by the Chairman.

### **Matters Arising**

858. Min 837 District Councillor Comments. Dr MacDougall was not satisfied with the information from District Councillors, the recycling targets set by the District Council had not been achieved and he did not believe the District Council was taking global warming seriously.

### **Open Forum**

859. The meeting was temporarily closed for public comments.  
Upon re-opening the meeting the Council noted the occupier of 3 Breach Avenue was strongly opposed to an additional street light at the Western end of Breach Avenue.

Photographs taken by Mr Colbourne of footpath 3675, West of Thorney Road, were circulated to Members and the problems associated with this footpath were explained by Mr Colbourne.

### **County Councillor Comments**

860. Cllr Sandra James reported Operation Watershed funding had now started again for the forthcoming year albeit with a much reduced budget of £1m compared with £8.25m in 2013/14. Any new drainage projects should be appraised and sent to WSCC early via herself to maximise the ability to tap into the severely reduced pot of funding.  
The relevance of the NP Group working to formulate a NP for Chidham & Hambrook Parish was still to be recognised by CDC officers in planning deliberations, which she found wholly unacceptable. She had written to District on this concern and was hopeful at their meeting in April it would be addressed. When an area had embarked on a NP there should be some weight attributed to it, which had been recognised in other planning decisions across the UK and CDC should be recognising this. Localism was a government led objective for communities and therefore the integration of a NP into planning deliberations alongside the technical arguments was welcomed together with the weight from the emerging Local Plan.

The parish was reminded of the available funds that could be applied for community initiatives. The Community Initiative Fund had funds decided upon by the South Chichester County Local Committee to support local community needs, with previous payments averaging £2 - £2.5k. Big Society Funding was a County Councillor presented application and could support local community work up to £25k. This fund had traditionally been oversubscribed but did present an opportunity for obtaining a large amount of funding for a worthwhile project.

The local press had reported the main Oppositions recommendation to immediately embark on a program of working towards unitary status in West Sussex which was rejected at the recent Council meeting.

Cllr James attended the first day of the planning appeal on land West of Broad Road, Chidham and made a statement to the Inspector on the brownfield sites in Chidham & Hambrook Parish, the pressure on local infrastructure concerns, alternative brownfield sites and the depth of feeling within the community in wishing to refuse this appeal. The Inspector's decisions would be made in due course.

The Appeal on Cemetery Lane, Westbourne, was also attended and Cllr James was able to talk in some detail on Drainage Consultant's evidence which relied on 2012 data and did not consider EA comments that were made in the forum she chaired, which recognised dealing with a new scenario of river volumes and water catchment flooding. The weight of neighbourhood plans was again raised by the Inspector who asked for further specific details.

The CDC Planning Committee was attended and Cllr James spoke on the Wakeford Fields, Chidham, application which was refused.

School keep clear markings had been requested and it had been accepted that the school markings outside Thorney Island Primary, Southbourne Infants and Southbourne Junior School be covered by a TRO. This would ensure that the marking were supported by enforceable legislation, currently the markings were not enforceable. This had been conducted through a package of TRO's through the South Chichester County Local Committee. A TRO for a one way system to ease congestion outside the Infant and Junior Schools had been formally logged and required further investigation and resident feedback. A new regiment would be arriving at Thorney Island from Rutland. A breakdown had been requested of the demographics to assist with the impact on local services including most especially the effect on local schools.

Further action items being dealt with were, footpath 212 - awaiting further advice from the Access Ranger, also footpath in Prinsted.

A gully map to be provided after 18<sup>th</sup> March.

Cllr James supplied a copy of the minutes of the Slipper Mill Pond, Peter Pond and Lumley Road Meeting held on 25<sup>th</sup> February.

### **District Councillor Comments**

861. The report was given by Cllr Graham Hicks on behalf of Cllr Bruce Finch.

#### **Council Tax**

A small council tax rise of 5p per week for the average household was passed by Councillors on 3 March representing the protection of frontline services whilst in parallel a proactive programme of making efficiencies to make sure existing resources were used most effectively. The Council continued to be very well served by Cllr Tony Dignum who used his impressive commercial background to help the Council as well as the members of the Treasurers team.

#### **Car Parks**

Agreed increases to car parking charges in Chichester from 1 April 2014 would be displayed on boards and season ticket holders would be informed.

#### **Novium**

January trading figures were above target and the facility was being used by schools and as well as innovative approaches for income generation such as a casino night. The museum had received a grant to show the public a unique dagger burial found at Racton Park Farm in Westbourne which showed the efforts staff were making to develop customer interest.

Community Wardens – the scheme had funding to run until 2016.

#### Broadband

Better, faster broadband for businesses. A good head start had been made on the huge programme of engineering and survey work necessary to plan how to build the infrastructure for better, faster broadband in the county. To help keep people informed, WSCC had created a new website which included an interactive map to keep track of what was happening where. As they began building the network they could update the map to show where work was being carried out and when broadband services would become available.

#### Business Websites Enabling Grants

CDC had been delighted with the huge response to the offer of Enabling Grants for local business websites. The deadline for applications was 20 Feb and they had received 73 submissions from a wide cross-section of the local business community. CDC had provisionally allocated the full £51,000 to support these businesses and had a waiting list of those wanting to apply should more funding become available.

#### The Mobile Homes Act 2013

The Mobile Home Act 2013 made sweeping changes to the law on Park Homes and set out the Government's commitment to giving better rights and protection to Park Home owners. Its introduction was being overseen by the Department for Communities and Local Government who hoped that the new regime would tackle unscrupulous site owners, whilst ensuring honest professional site owners flourished. The new licensing scheme came into force on 1 April 2014 and would enable Local Authorities to monitor site licence compliance more effectively. The Department anticipated that Authorities would now have the tools to take enforcement action against site owners who were not managing and maintaining their sites and services properly. It was believed the new regime would also protect residents' health and safety along with the value of their homes. For the first time Local Authorities would be able to charge locally set fees for considering applications for the issue or transfer of a site licence; considering applications for altering conditions and the administration/monitoring of site licences (to be levied as an annual fee). The Department set up a dedicated Working Group to provide guidance to Local Authorities in setting reasonable fees and last month released a document although at the time of compiling this bulletin the guidance had not been published on the government website. The Guidance generally set out advice on matters that could and could not be taken into account in setting fees and how they were to be calculated. Locally a specific Sub-Group of officers from Local Authorities across West Sussex had been established to consider the implications of the new regime and would be reviewing the guidance to help develop a consistent approach across our region.

#### Council Tax Annexes

From Apr 2014 people living in annexes could apply for a 50% reduction in Council Tax if they were related to the owner of the property and also it applied for the annexe for owners of the main property if the annex was unoccupied.

#### Housing

Rousillon Barracks second batch of affordable homes had been handed over consisting of one and two bed affordable homes as well as leaflet "help you afford a home of your own".

3397 people on the housing register

#### Wellbeing

A variety of activities including anti smoking, a virtual trip to Rio measured through daily exercise to 1244, Sport in Community holiday courses, a mini olympics and a mini rugby competition for Chichester primary schools.

West Sussex and Gypsy Traveller

The Coastal West Sussex Gypsy and Travellers Sites Study Phase 2 looking at a need for a permanent site across West Sussex to maintain the required 5 years supply of sites. The sites study could be found on the Chichester council website.

### **Correspondence**

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

List item 2. Speed limit in Nutbourne. It was decided to support the residents request for a reduction in the speed limit.

List item 4. Playground inspection. It was noted items relating to the new roundabout had been listed. The supplier would be contacted.

### **Additional Correspondence**

863. Chichester DC. Confirmation of TPO Land West of Fieldside, Prinsted Lane.

864. Lions Club. Fete to be arranged on the recreation ground on 6<sup>th</sup> September.

865. Royal Voluntary Service. Publicity for recruiting more volunteers. Referred to Ruth Heelan for her website.

866. SALC. Notice of next six monthly meeting with the Chief Constable.

### **Neighbourhood Plan**

867. Prior to the SG meeting 4<sup>th</sup> March, the Draft Pre-submission Neighbourhood Plan had been circulated by Rowena Tyler who asked for feedback by 10<sup>th</sup> March. The SEA had been put out to tender by CDC and a consultant had been chosen. The SEA would be funded by the District Council.

It was intended to use the 'header' for Clippings for publicity material for the Neighbourhood Plan.

All parish councillors were urged to attend the next SG meeting on 1<sup>st</sup> April when there would be a presentation by Neil Homer of the first draft of the Neighbourhood Plan.

### **Neighbourhood Information for the CDC Infrastructure Development Plan**

868. The papers and guidance notes from CDC had been circulated with the agenda.

This topic had also been considered at the NP SG meeting 4<sup>th</sup> March.

CDC was preparing the Infrastructure Development Plan (IDP) as part of the Community Infrastructure Levy (CIL). It would consist of a list of projects that would, once the CIL was adopted, be considered by CDC in making CIL spending decisions. Projects on the IDP would be able to be considered for the District Council 75% proportion of CIL receipts, in addition to the 25% of CIL receipts received by parishes with an adopted Neighbourhood Plan. Parish Councils were invited to put forward infrastructure projects highlighted in their draft Neighbourhood Plans for inclusion in the IDP.

It was noted the Council had earlier decided it would provide a skate/BMX park at the recreation ground, if funding became available.

Upgrading the parish street lights was also suggested as a future project for the parish.

## **Bournes Forum**

869. The next meeting of the Bournes Forum would take place at the St John's Church Centre on 27<sup>th</sup> March and be hosted by Southbourne.

Mrs Bulbeck and Mr P Hicks offered to organise the customary refreshments.

## **Footpath Marina Farm Thorney Road**

870. Local resident Mr Colbourne had circulated photographs illustrating the problems with footpath 3675 Thorney Road to the Marina foreshore and a newspaper article in The Ems relating to this footpath.

It was noted Mr Colbourne had raised this matter at the last meeting of the Chichester County Local Committee when the Leader of WSCC had offered to arrange a site meeting to inspect the footpath.

It was agreed the Parish Council would support the actions taken by Mr Colbourne and ask WSCC to include the Parish Council in the proposed site meeting.

## **Street Lighting**

871. Breach Avenue.

The occupiers of 1 Breach Avenue and 148 Stein Road had written in support of an additional street light at the Western end of Breach Avenue. However, the occupier of 3 Breach Avenue strongly objected to a new street light at this location.

It was noted the WSCC street light in Stein Road at the junction with Breach Avenue was presently being replaced under the WSCC street light replacement scheme and it was decided to defer any decision until the effect of the new street light could be seen, which might negate the need for another parish street light.

872. First Avenue.

The occupier of 32 First Avenue had asked if the parish street light outside the property could be moved a short distance to allow better access to the frontage of the property. (Min 838 11<sup>th</sup> February referred).

SSE Contracting had given an estimate of £700 plus VAT for moving this column.

It was noted moving the column would put it closer to number 30 First Avenue and it was decided to ask the occupier of number 30 if they would have any objection to this before making a decision.

## **District Council Paperless Consultation on Planning**

873. The District Council would be discontinuing sending paper copies of planning applications to parishes from June 2014 except for applications for 10 or more units.

The District Council would be providing training for parishes to help them move to the new system before it was introduced.

It was resolved to give the Chairman of the Parish Planning Committee approval to purchase the necessary new IT equipment to operate a paperless system.

## **Finance – Payments for Approval**

874. 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**

875. Mr Everson reported some trees had been felled on land off Woodfield Park Road. The District Tree Officer had been informed and had visited the site. It was understood a TPO was being considered on the remaining trees.

876. Mrs Grant reported part of footpath 212 where it joined footpath 211 was in a poor state. This would be brought to the attention of the WSCC Access Ranger.

877. Mr Hayes drew attention to a CDC enforcement leaflet which would be put in the information folder. It was suggested an Enforcement Officer could be invited to a future Council meeting.

878. Mrs Bulbeck commented the Village Hall had sent a letter of thanks to the Council for the grant, which was in the information folder.

879. Some hedging had died off at the front of the Sea Scouts building at Prinsted car park. The Council agreed to purchase some replacement hedging plants for Mr Staker to set. The Sea Scouts had cleared a small area in the thicket opposite their building to use for storage of boats and trailers. The Chairman had arranged for Mr Staker to move the gravel back from the road to the car park surface. The gravel naturally migrated down the sloping surface over time and this work would need to be repeated periodically.

880. Mr Hayes suggested the Council might like to consider some form of memorial to former councillor Mrs Mary Marrs. It was agreed to have an agenda item for the next Council meeting.

CHAIRMAN.....

DATE.....