

SOUTHBOURNE PARISH COUNCIL

MINUTES of the Meeting held at St John's Church Centre on 8th April 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, Dr P MacDougall, Mr R Rolfe.
County Cllr S James, District Cllr B Finch, District Cllr G Hicks.
1 member of public.

Apologies: Mrs L Leader, PCSO J Lemm.

Declarations of Personal or Prejudicial Interests by Members

881. None.

Minutes

882. It was resolved the minutes of the meeting held on 11th March 2014 be approved as a correct record and that they be signed by the Chairman.

Matters Arising

883. Min 862. Speed limit in Nutbourne. Advice had been received from County Highways. Any change to the speed limit would need a Traffic Regulation Order. All TRO's needed to have evidence of community support and be supported by the Parish Council and County Councillor. Speed loops would then be placed on the road to undertake a traffic survey but this could not be undertaken before the Autumn because of the current backlog of work.

884. Min 870. Footpath Marina Farm Thorney Road. WSCC had confirmed the Parish Council would be invited to attend a site meeting to be arranged, which was understood to be at 10am on 8th May. The Chairman, Vice Chairman, Mrs Bulbeck and Mr Jennings agreed to attend the site meeting.

885. Min 875. Tree felling land off Woodfield Park Road. Letters to the District Council and Forestry Commission drafted by Sue Talbot, a member of the NP Steering Group, were approved and would be sent.

886. Min 876. Footpath 212 / 211. It was noted the footpaths were walkable albeit very muddy at the present time. It was reported the footpaths were badly littered and the Council agreed to have the litter cleared when the ground dried out.

Open Forum

887. The meeting was temporarily closed for public comments. Upon re-opening the meeting the Council noted the following items raised:

A resident in Breach Avenue reiterated his strong objection to another street light at the western end of Breach Avenue (agenda item).

A large annex building had been erected in the garden of 144 Stein Road with planning permission. It was decided to ask the District Council to check that it was in accordance with the planning approval.

County Councillor Comments

888. Cllr Sandra James gave her report, copy appended to the official minutes.

With regard to Southbourne Primary and Junior School road options, Mr Hayes commented double yellow lines were not enforceable and a one way system considered earlier had not found favour with residents.

District Councillor Comments

889. Mr Hayes reported the next All Parishes meeting would be on 1st May and parishes had been invited to send up to two representatives. Parishes had been asked a number of questions to aid understanding of what they found useful about the meetings.

A new cleaning contract for public conveniences had started from April.

The bathing water quality at West Wittering, Bracklesham Bay and East Beach Selsey had been classified as excellent and the three beaches had been given the Solent Water Quality Award. The results of weekly samples due to be taken during the forthcoming bathing season would be displayed on line and also on posters at locations around the District.

Over 300 people had attended the Chichester Sport Relief Mile Event on 23rd March.

Sport in the Community Holiday Courses had been attended by 2,139 young people

between April 2013 and March 2014. A Mini World Cup Festival had taken place at Oaklands Park on 2nd April with 200 year two Primary School children taking part.

New regular Wellbeing drop-ins had started at the Grange Leisure Centre and at Selsey Works with Wellbeing Advisors on hand to offer information and advice on health issues.

The Cabinet had approved the merger of the Healthier Chichester Partnership with Chichester in Partnership to give more opportunities to engage with a wider range of partners.

The new Grange Leisure Centre in Midhurst had opened on 3rd March and the response to the new facilities had been tremendous.

The Novium had welcomed 1980 visitors in February who made use of the Museum and Tourism services. Offers had been sought for the old Museum in Little London with a view to development for conversion into five flats.

Dr MacDougall commented that when the District Council missed its targets it simply set new targets less than the original. To be meaningful, targets needed to be measured by some independent body. District Cllr Finch agreed to look into this criticism.

Dr MacDougall asked for clarification on the effect of the boundary change with Chidham & Hambrook on District Council representation. Cllr Finch would provide information.

Correspondence

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

891. List item 2. Chichester District Council designation of Southbourne Neighbourhood Area in accordance with the Neighbourhood Planning (General) Regulations 2012 and with the Town and Country Planning Act 1990 as amended for the purposes of Neighbourhood Planning.

892. List item 3. It was agreed to participate in schools 'design a street sign' competition.

893. List item 4. It was noted any comments on the consultation on the District Council Community Infrastructure Levy – Preliminary Draft Charging Schedule needed to be made by 23rd April. (Previously circulated to Members).

894. List item 5. The increase in subscription to CPRE was accepted.

895. List item 6. Landscape Services prices for ground maintenance for 2014 were accepted.

896. List item 7. It was agreed to support Sevenoaks Town Council with regard to their proposal for distribution of business rates.

Additional Correspondence

897. Chichester DC. S.106 Community Facilities SB/14/00661/OUT Land on the South side of Cooks Lane. Details of contribution that could be produced from the application. A reply was required by 29th April. Members were asked to give their feedback to the Chairman, Vice Chairman, Mr Brown and Mr Hayes in good time before the 29th April to enable a reply to be sent to the District Council.

898. Hampshire CC. Oil and Gas Development in Hampshire Event – expression of interest to attend. Mr Brown, Mr P Hicks and Mr Jennings were interested and would be sent the details.

899. NALC Policy Review Survey 2014. The Chairman and Clerk would complete the survey.

900. NCS Network. Details of National Citizen Service social development programme for young people.

901. NHS Coastal West Sussex Clinical Commissioning Group. Invitation to Engagement Workshop on 7th May. Mr Hayes would attend.

902. Rural Services Network. Invite to join a Rural Sounding Board to gather views and opinions from parish councils.

903. WSCC. PROW routine maintenance, details of work completed.

904. WSCC. Details of 2014 Operation Watershed Active Communities Fund.

905. WSCC. News Release: call for sites in West Sussex that could produce minerals.

Neighbourhood Plan

906. At the last SG Meeting Neil Homer had given a presentation on the Pre-Submission Plan. Mr Hayes voiced his disappointment only four parish councillors had attended this very important meeting.

Urban Edge had recommended removal of the green ring proposal South of the A259. Following the SG Meeting, a meeting of key players had been held on 7th April to make plans for printing and publication of the Pre-Submission Plan, Draft Sites Assessment Report and Strategic Environmental Assessment.

The publication of the Pre-Submission Plan would take place on 17th April.

An event would be held at the Bourne Community College on 26th April to give three presentations during the day with displays.

Ruth Heelan had been asked to produce a Neighbourhood Plan Newsletter which was intended to be delivered to all addresses in the parish.

It would most likely be necessary for decisions to be taken before the next Parish Council meeting and it was recommended delegated authority should be given to a small group of councillors to take any action required.

Substantial input by the Parish Clerk would be required during the next stages of the NP process and support would be needed.

It was resolved:

To approve the Pre-Submission Plan and the Strategic Environmental Assessment.

To form a Project Group comprising the Chairman, Vice Chairman, Chairman of the SG and Mr Brown be given delegated authority to take any decisions deemed necessary before the next Parish Council meeting.

To print 100 copies of the Pre-Submission Plan to be made widely available to view at a number of locations in the Parish and to make no charge for hard copies of the document. That the Chairman be given authority to authorise additional hours to be worked by the Clerical Assistant in order to give extra support to the Clerk.

Street Lighting

907. Breach Avenue. The Council noted the strong objection to another street light at the Western end of Breach Avenue, reiterated during Open Forum. It was believed the replacement of the street light at the junction of Stein Road and Breach Avenue by WSCC had increased the level of lighting in that area.

The Council decided not to introduce another street light at the Western end of Breach Avenue. (Min 871 11th March refers)

908. First Avenue. The occupier of 30 First Avenue had not replied to the letter sent to ask if they would have any objection to the street light o/s 32 First Avenue being moved to be closer to their house. It was decided to send another letter to say if a reply was not received in a given period it would be assumed they had no objection to the street light being moved. (Min 872 11th March refers)

Memorial to Mrs Mary Marrs

909. The Council considered whether it was appropriate to have a memorial to former District and Parish Councillor Mrs Mary Marrs who had given notable service to the parish over a long period. In the past the Council had not created memorials to other parish councillors who had died, some of whom had given exceptional service to the Parish. It was agreed not to have a specific memorial for Mrs Marrs but to have a seat dedicated to all of those former councillors who had served the Parish.

St John's Church – Spring Clean Days

910. St John's Church had arranged two Spring Clean Days when volunteers would litter pick parts of the Parish. The first had been on 6th April and the second would take place on 4th May.

The Council commended the Church for their public spirited efforts to help improve the appearance of the Parish.

Report of Bournes Forum

911. The Bournes Forum on 27th March had been hosted by Southbourne. Mr and Mrs Bulbeck and Peter Hicks had served the refreshments. Presentations had been given on the Westhampnett Gypsy and Traveller Site, Operation Watershed, Broadband, New Homes Bonus and Neighbourhood Planning. In future two meetings a year would be held to alternate with two All Parishes meetings a year. This new arrangement would be reviewed after one year. The next All Parishes meeting was on 1st May.

Finance – Payments for Approval

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

Audit 2013/14

913. Notice of the Annual Audit for the year ended 31st March 2014 had been received from PKF Littlejohn LLP. The Notice of Audit needed to be published on 25th April, the accounts would be on deposit from 9th May to 6th June and the ‘appointed day’ was 9th June. The completed Annual Return and all applicable supporting documents must be submitted to the External Auditors by 9th June. This would require the year end accounts and Annual Return to be approved at the May Parish Council meeting.

Arrangements had been made for Murray McIntosh O’Brien to attend the Parish Office on 15th May to carry out the Internal Audit.

Matters Raised

914. Mr Everson reported the Environment Focus Group had suggested the Parish Council had a footpath co-ordinator. This would be considered at the next Council meeting.

915. Mr Everson suggested the Recreation Advisory Committee should draw up an agreement to set out terms for the Lions Club to use the recreation ground for their Fete.

916. Mrs Grant drew attention to the Chichester Art Trail which would be a useful way to promote Southbourne if the Parish got involved.

917. Mrs Grant had been told the Contractors working on replacement of WSCC street lights in Main Road had encountered a major fault. The barriers erected were obstructing the footways in places but it was understood they complied with their legal obligations.

918. It was noted the next Drop In session would be on Saturday 12th April.

919. Peter Hicks asked for the siting of SIDS to be on the next agenda.

920. Mrs Bulbeck reported that it did not appear the street light no.9 in Stein Road was being replaced under the WSCC street light replacement scheme.

921. Mr Jennings gave advance apologies for not attending the next SG meeting.

CHAIRMAN.....

DATE.....