

## **SOUTHBOURNE PARISH COUNCIL**

**MINUTES** of the meeting held at St John's Church Centre on Tuesday 12<sup>th</sup> March 2013.

**Present:** Mr C Bulbeck (Chairman), Mrs M Bulbeck, Mrs S Cecil, Mr M Everson, Mr A Feltham, Mr R Hayes, Mr J Jennings, Mrs L Leader, Dr P MacDougall, Mr R Rolfe. County Cllr M Dunn, District Cllrs B Finch and G Hicks.

Apologies: None.

### **Presentation**

Before the start of the formal council meeting, Jon Robinson, Youth Worker St John's Church, gave a presentation on the work of the Church Youth Group.

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

587. None.

### **Minutes**

588. It was resolved the minutes of the meeting held on 12<sup>th</sup> February 2013 be approved as a correct record and that they be signed by the Chairman.

### **Matters Arising**

589. Min 558. County Highways did not consider there was enough room on the verge east of the former Police Office in Main Road to enable a Hermitage sign to be positioned there. An alternative suitable site was at the junction of Penny Lane, albeit on the north side of the road. It was agreed to position the Hermitage sign (westbound) on the verge at the junction of Penny Lane.

590. Min 565. Mrs Bulbeck, Mr Everson and the Clerk had attended a site meeting with Mr Perks from WSCC PROW on 4<sup>th</sup> March. The Officer explained the line of the footpath, east of the wooden fence, was open for public to use, although it was clear the land owner was inviting walkers to use the gravel path he had created on the western side of the fence. Therefore, because the correct line of the footpath was open and available for walkers to use, there was no action to be taken in the present situation. The blocked ditch at the end of the gravel path was noted and would be referred to the appropriate department at WSCC.

591. Min 566. The Sussex Police and Crime Commissioner was holding a meeting with the Chief Constable and Chief Officers from the local authorities to discuss unauthorised encampments.

592. Min 567. The Vice Chairman and Mr Jennings had attended a meeting with Chichester DC on 7<sup>th</sup> March regarding the new Local Plan.

593. Min 570. Future support for Maybush Copse would be considered after the outcome of the boundary change with Chidham and Hambrook had been finalised.

594. Min 585. The dog waste bin at the entrance to footpath 212 had been replaced.

595. Min 586. The timing of the next edition of Clippings would be considered at the next Council meeting along with other methods of publicity.

## **Open Forum**

596. No members of the public present.

## **County Councillor Comments**

597. Cllr Mark Dunn reported the new Local Plan - Draft Local Plan Key Policies document had confirmed his fears that the corridor from Tangmere to Southbourne would be under intense pressure for development, being sandwiched between the South Downs National Park and the Harbour AONB. Development concentrated on the area east of Chichester was proposed but Tangmere was putting up strong opposition. He believed it was regrettable all parishes did not speak with the same voice and he recommended close liaison, especially with the neighbouring parishes of Chidham and Hambrook and Westbourne.

Dr MacDougall asked for Cot Lane to be included in the proposed 20's Plenty Scheme for Southbourne, currently under consideration by WSCC.

## **District Councillor Comments**

598. Cllr B Finch reported Chichester had the Lowest council tax in Sussex, raised by 10p a week for a band D house within the guidelines allowed by the Government.

This would generate a further £240,000 a year and was preferable to government offer of £70,000 for two years in four important ways. It meant the council did not need to use the new homes bonus to balance the budget unlike most councils in Sussex – ring fenced for communities impacted by new housing. The Council would avoid passing council tax support cuts onto residents, pensioners and working age would retain their full benefit entitlement for the next financial year. It would allow discretionary payments to those social landlord tenants facing need and would allow district to protect parishes from the effect of adverse budgetary implications.

The Local Plan had passed for consultation for 6 weeks to encourage people to comment. Cllr Finch liked the work but was not happy with Centurion Way and preferred Tangmere. There were some fairly sporty assumptions around traffic reduction etc still to be tested. The Novium had featured in a sensationalist article in the Observer. Dec 2012 saw 60% increase in on site visits compared to Dec 2011. Opera night and lecture series events were selling well. Looking for every new idea was a success. The Novium had now welcomed over 25,900 visitors who had used its museum, tourism, events and learning services. For the month of January, Museum visitors totalled 593 (including 72 people attending events and 114 students attending learning sessions). Tourism visitors totalled 1088 (plus a further 1045 phone and email enquiries). In addition the secondary spend per head totalled £0.67 for January.

In respect of the boundary review, 229 houses were going to Chidham and Hambrook. Of council responses 1 wanted no change and 28 wanted to move. The rest did not give an opinion. The Boundary Commission would be recommended to approve. It had been passed on 5th March. Consultation was by attending community events to tell people about the public consultation. District was looking for any local events that were taking place in Chichester District and were between Friday 22 March 2013 and Friday 3 May 2013. Chichester in Partnership Annual General Meeting 2013. Chichester in Partnership Core group met in February and discussed the future plans of partners and identified what new risks there were for the local community. These risks would now be taken to the Annual General Meeting of Chichester in Partnership on the 25<sup>th</sup> March, 1pm, Committee Rooms, Chichester District Council. At this meeting partners would decide on future priorities for the partnership as well as celebrate the success of partnership working over the past year. Partner organisations, parish councils and councillors were all invited to attend this meeting. Minutes of the core group meeting could be found on the Chichester in Partnership website.

National Apprenticeship Week 11<sup>th</sup> March - Back to the Floor. Chichester in Partnership was organising a range of work shadowing opportunities with apprentices on Monday 11 March. Choose Work – Chichester’s work experience programme. Seven weeks in, ‘Choose Work’ - the name for Chichester’s new work experience programme for unemployed 18-24 year olds - had taken on its first placements. The PR Team, the Novium, Environmental Health and Westgate Leisure had been the first to take on placements, with the Web GIS team and Planning Admin and the Corporate Information team soon to follow.

### **Correspondence**

599. A list of correspondence was circulated with the agenda, copy appended to the official minutes.

600. List item 4. Mr Feltham and the Clerk would meet with the occupier of 317 Main Road regarding the proposed new bus shelter.

601. List item 9. It was decided to ask Mr Staker to paint the kerb edge on the bridge over the A27 at the north end of Stein Road and the Parish Council would meet the cost.

County Highways would be asked to install a bollard to give added protection to the new bus shelter outside 82 Main Road. The Parish Council would meet the estimated cost of £150.

### **Additional Correspondence**

602. Chichester DC. The March meeting of the Bournes Forum had been cancelled. The next meeting would take place on 20<sup>th</sup> June.

603. Hambrook and District Residents Association. Invitation to the Chairman to attend their AGM on 13<sup>th</sup> March. The Chairman was unable to attend and no other councillor was able to go in his place. The Council would try to ensure representation from Southbourne at future meetings but would appreciate more notice when meetings were taking place.

604. Mrs M J Hemmings. Letter of resignation as a member of the Parish Council. The vacancy would be advertised and District Council informed. Mrs Hemmings would be thanked for her services and the Council extended their best wishes to her.

605. The News, Portsmouth. Invitation to write a short column for the paper. Mr Hayes commented that he sometimes sent articles to the paper.

### **Neighbourhood Plan**

606. A meeting of councillors and volunteers had been held at the St John’s Church Centre on 25<sup>th</sup> February attended by Rowena Tyler and Neil Homer from Action in Rural Sussex. At the meeting Theme Groups were appointed to cover particular aspects of the Plan. Steering Group members would sit on a Theme Group and each Theme Group would have at least one parish councillor in attendance. A meeting of the Steering Group was arranged for Monday 18<sup>th</sup> March at 7.30pm at the St John’s Church Centre.

According to an article in the Chichester Observer newspaper, the Parish Council’s application for a grant from the County Local Committee towards the cost of the Neighbourhood Plan had been declined, but notification of this had not yet been received.

**Report of WSCC Community Action Project**

607. Mr Jennings had attended the meeting held on 4<sup>th</sup> March and gave a report. The meeting had been poorly attended and no chairman had been appointed. Papers from the meeting would be circulated in the information folder.

**Appointment of Internal Auditor**

608. WSCC Audit Department who had carried out the internal audit in previous years were no longer able to offer the service.

The Clerk had contacted neighbouring parishes to find out who they used to perform their internal audit. Only Bosham and Westbourne had responded. Bosham used a firm of accountants from Woodgate who had charged £300 plus Vat. Westbourne used Auditing Solutions Ltd who were based in Wiltshire. They had provided a quotation for Southbourne of £400 an hour, estimated maximum £600 plus VAT.

The Chairman had suggested using his accountants, Murray McIntosh O'Brien from Waterloooville. This company had supplied a quotation for performing Southbourne's internal audit in the sum of £360 plus VAT.

It was resolved to appoint Murray McIntosh O'Brien to perform the internal audit for the year 2012/13.

Mr Bulbeck declared a non-pecuniary interest and withdrew from the meeting for this item.

**Finance – Payments for Approval**

609. 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**

610. Mr Everson asked for youth issues to be a future agenda item.

611. Dr MacDougall reported a street light not working o/s 11 Maybush Drive.

612. Mrs Cecil reported a broken bollard in Broad Meadow and a deep hole in the verge o/s 6 Maybush Drive.

613. Mr Hayes drew attention to a car frequently parked partly on the footway outside a nursing home in Stein Road and believed to belong to a member of staff. Details would be passed to the PCSO.

614. Mr Feltham reported pot holes in The Drive.

CHAIRMAN.....

DATE.....