**Birdham Parish Council**

**Minutes of the**

**Annual Meeting of the Parish Council**

 **held on Monday 20th June 2016**

**at 7pm in Birdham Village Hall**

**Present**: Cllr Pocock (Chairman), Cllr Hamilton (Vice Chairman), Firmston, Barker, Campbell, Wells.

**Apologies**: Cllr Bird and PCSO Bainbridge.

**In attendance**: The Clerk, Cllr Montyn (WSCC), Cllr Barrett (CDC) and 22 members of the public.

**Absent:** Cllr Churchill

**17-16** Prior to the formal opening of the meeting the Chairman announced the resignation of Cllr Vin Brooks on health grounds. The Chairman paid tribute to Cllr Brooks saying how she had worked hard on the success of the Neighbourhood Plan and thanked her for her help on a personal level. She will be missed greatly.

**18-16 Public Question time in accordance with Standing Orders 1d -1l:**

 There were no questions from members of the public.

**19-16 Declaration of Interests:**

 There were none.

**20-16 Approve and sign the minutes of the 16th May 2016:**

It was pointed out that minute 14-16 should read Cllr Firmston not Campbell and in minute 7-16 the Membership of Committees/Working Groups, Resilience/Emergency Planning Cllr Churchill should not be included and Mr Bartons name is Guy not Clive. Subject to those amendments **It was resolved** to adopt the minutes of the 16th May 2016 as a true and accurate record of the meeting.

**21-16 Clerks’ Report:**

1. **WSCC** – There was nothing to report.
2. **CDC** – There was nothing to report.
3. **Reports from Members of WSCC/CDC –**

Cllr Montyn (WSCC) reported that he is a member of the Overview and Scrutiny Committee which has been tasked to determine the viability of the Council Local Committees. There may well be a reduction in the numbers in the future.

Cllr Montyn went on to report that he had been working with Cllr Barrett (CDC) concerning the position of the A27 and was aware that a number of parish councils on the Peninsula had written to the Secretary of State and our local MP Mr Andrew Tyrie giving their views and positions. Disappointingly, to date, no response had been forthcoming from either the SoS or our MP.

Cllr Barrett (CDC) reported that the planning application for the new youth club building in Downsview Park was now in progress.

There are now thirteen cases with registered rule 6 concerning the encampment at Birdham Farm and for which the Planning Inspectorate are being pressed for a response and action. The Sandpiper development is now raising concerns reference the road layouts on the site which are considered as unsuitable in terms of both layout and quality. There is a planning application in progress to convert the old convent in to a ‘Free School’ for 1300 children.

During the last Forum meeting a great deal of interest was shown by Forum Members about the A27 and the complete lack of information that was available.

Cllr E Hamilton in her capacity as a member of the CDC said that a letter had been sent to the SoS concerning the A27 and raising the issues of increased traffic levels in the area. There has been no response.

Prior to the annual litter picking excise is carried out a risk assessment has to be carried out at what would appear to be a rather extreme cost.

Planning Enforcement department now has a new member of staff.

The weekend of 2-7th July is the Triathlon which also includes the junior version.

1. **Other related matters –** There were no other related matters.

**22-16 Finance and Corporate:**

1. **To receive and approve the financial report.**

The Clerk presented the financial report up to and including the 17th June 2016 shown at Annex b. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank | £ 74336.02 |
| Designated Funds | £ 29654.17 |
| Ring Fenced Funds | £ 17397.90 |
| Available Funds | £ 27283.95 |
| Creditors | £ 837.22 |

The Clerk offered to answer any questions that Councillors may have.

**It was resolved** to adopt the Financial Report.

1. The Clerk reported that he had received two requests for Discretionary Grant Funding for which the Council did not have a budget. He suggested that Council may wish to authorise him to write to each applicant explaining the situation regarding funding.

The Chairman put the Clerks suggestion to the Council as a resolution of the Council which was duly **voted on and authorised.**

**23-16 Correspondence – Not previously circulated: -**

The Clerk reported that he had, as requested by Council, written to the Planning Inspectorate with a copy to the local MP concerning the situation at Birdham Farm. To this date no response had been received from either recipient.

He went on to say that he had also written to the SoS concerning the A27 also with a copy to the local MP. To this date no response had been received from either recipient.

**24-16** **Reports**:

1. **Play Area and Playing Field**. – The Chairman said that the lead Councillor, Cllr Wells, had recently been hospitalised with the result that work on the Play Area and Playing Field, although had not stopped, had taken a rather slower pace.

At this point he handed the floor to Cllr Campbell who explained that a questionnaire would shortly be delivered to all homes in the Village outlining four ideas that had been suggested by residents and asking them to rate each one. If residents wished to give their names and addresses the questionnaires would be entered into a draw for a £20.00 voucher.

A question was asked about the possibility of downloading the questionnaire from the Council web site. The Clerk said that he would ensure it would be available for download.

The Clerk went on to say that he had been in touch with a number of drainage engineers concerning the flooding on the playing field. One firm of engineers had said that they had previously submitted a quotation to WSCC that was in the region of £700k, somewhat beyond the ability of either the County or the Parish Council. It was requested that a more suitable system be looked into to determine the viability of draining the playing field either in the short or long term.

1. **Village Green and Pond. –** The Clerk said that he was aware of a tree that had fallen across the pond and had made arrangements for its removal as soon as possible.
2. **Condition of Village Ditch/Drain Network.** – The Chairman briefly outlined the flow of drainage throughout the village and then went on to say that WSCC had funded works to inspect all culverts in the village and carry out necessary works. Even though a considerable amount of rain had fallen recently there had been no reports of flooding. Kingfisher Pond is actually flowing and Westlands Lanes is free of water.

Other work had been carried out throughout the village. Part of the ditch in Church Lane had been culverted, with more work expected to be carried out on culverts in Bell Lane/Pipers Mead.

1. **Police and Neighbourhood Watch** – PCSO Bainbridge had given her apologies. Cllr Firmston said that he had attended a meeting called by the Police to outline the new role of the PCSO. Their numbers had been reduced from 42 to 37. The implication for Birdham is that it is unlikely that a dedicated PCSO will be assigned as they will now be employed as a ‘task force’ to reduce problems where they occur.
2. **Communication Working Groups** – A further Newsletter will be produced for the autumn.
3. **Community Resilience: -** Cllr Firmston said that he was trying to arrange dates when a table top exercise might be held to test the robustness of the current plan.
4. **Other –** There was nothing to report.

**25-16 Planning matters including applications and CDC delegated decisions:**

1. **Planning Applications to be decided.**

BI/16/01692/DOM - Mr D Powell Boughtons 26 Greenacres Birdham

Single storey extensions to existing garage to create an annexe and replacement garage.

The Parish Council raises **No Objection** to this application.

BI/16/01557/FUL - Mr John Matuszewski Rowan Nursery Bell Lane Birdham Chichester

Application under S73 to include a variation of Condition 2, removal of Conditions 26 and 27 and variation to the Section 106 agreement to exclude the Suitable Alternative Recreation Area (SARA) and re-evaluation of affordable housing provision.

Birdham Parish Council debated the request by the developers to vary the application already granted.

1 - The Parish Council in principle raises no objections to exclude the SARA provided that the Section 106 agreement may be re-negotiated to provide funding for improvements to the existing recreation/play area in Crooked Lane.

2 - The Parish Council Objects to the removal of condition 26 in that the condition is designed to improve the safety of the occupiers and others.

3 - The Parish Council objects to any reduction in the number of affordable homes on the site. However, the size of each affordable home should be negotiated with the CDC Rural Housing Officer.

In addition we note that all affordable homes are not pepper potted throughout the development which the Parish Council considers to be desirable.

During the debate it seemed that a number of concerns had been raised that various Conditions are being ignored. Condition numbers 9 & 10 appear to have been totally forgotten whilst conditions 11 and 12 are ignored.

BI/16/01684/PLD - Mr Stewart Wilmot Inchgower Birdham Road Birdham PO20 7HS

New front facade wall to replace existing.

This application had been allowed by CDC prior to it being debated at Parish Council level.

BI/16/01764/FUL - Mr Richard Brown Houseboat Nibbana Chichester Marina Birdham

Replacement houseboat on existing mooring.

The Parish Council raises **No Objection** to this application provided that the

development complies with the Harbour Conservancy design and planning statements.

BI/16/01815/DOM - Mr Steven Hopwood 3 Chaffer Lane Birdham Chichester West Sussex

Single storey extension to rear of property. Addition of two dormer windows to first floor rear of property.

The Parish Council raises **No Objection** to this application.

BI/16/01838/DOM - Mr & Mrs Farrell Police House Crooked Lane Birdham

Two storey side extension, single storey rear extension, extended porch and pitch roof to existing garage.

The Parish Council raises **No Objection** to this application.

BI/16/01809/FUL -Field North West of The Saltings, Crooked Lane, Birdham

Variation of Conditions 3, 5, 6, 8, 13, 20 and 21 of planning permission BI/13/01391/FUL - to vary to wording of conditions in order to allow the development to commence.

The Parish Council **strongly objects** to the variation in conditions 3,5,6,8,13,20 and 21.

The wording of the conditions are the carefully considered wording of the Planning Authority to protect the environment and to provide a development that is suitable both for the AONB and Birdham Village, and whilst the Parish Council objected to the initial application, it applauded the work of the Planning Authority in producing a set of conditions that protected the AONB and the Village.

The developer seems to consider that requesting various changes to the conditions numbered in the application will remove the pressure imposed by condition 1 of the approval.

 **It was resolved** to authorise the Clerk to notify the Councils decision to CDC Planning.

1. **Delegated Decisions to be noted.**

BI/16/00901/FUL Mr Michael Marsdin Land Adjacent To Oakdene Sidlesham Lane Birdham

Tractor and implement store. **PERMIT**

BI/16/00931/DOM Mr And Mrs Kane And Iwa Pirie Navarre Lodge Westlands Lane Birdham Proposed new garage courtyard area including erection of outbuilding, new garden walls north and south and changes to access. **PERMIT**

**The delegated decisions were noted.**

**26-16 Reports of meetings attended by Councillors; -**

Cllr Wells reported that he had met with the site agent at Tawny Nursery and was shown that the drainage system was operating as it should.

**27-16 Items for inclusion on the next agenda:**

 There were none

**28-16 Date of Next Meeting:**

**The next meeting of the Parish Council will be held on the**

**18th July 2016 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 8.35pm

 Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Chairman

**Annex a.**

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|  |  |  | **Birdham Parish Council** |  |  |
|  |  |  |  |  |  |  |  |
| **Financial Statement as at 17th June 2016** |  |  |  |  |
|  |  |  |  |  |  | £ |  |
| Bank Accounts as at 31st March 2016 |  |  | 89612.51 |  |
| Receipts to date |  |  |  |  | 37479.10 |  |
| Expenditure to date |  |  |  |  | 52755.59 |  |
|  |  |  |  | **Balance** |  | **74336.02** |  |
| **Represented by;** |  |  |  |  |  |  |
| Current Account (Barclays Community A/c) |  | 27206.37 |  |
| Deposit Account (Barclays Premium Business A/c) |  | 40267.76 |  |
| National Savings |  |  |  |  | 6861.89 |  |
|  |  |  |  | **Total** |  | **74336.02** |  |
| **Less** |  |  |  |  |  |  |  |
| Reserve @ 50% of Precept |  |  |  | 21063.13 |  |
| Loan Reserve for half year |  |  |  | 8591.04 |  |
| Outstanding Cheque/s - |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **29654.17** |  |
| **Ringfenced Funds** |  |  |  |  |  |  |
| Op Watershed  |  |  |  |  | 10355.85 |  |
| NHB |  |  |  |  |  | 2042.05 |  |
| Culvert Maintenance |  |  |  |  | 2500.00 |  |
| Catchement pond improvement fund |  |  | 2500.00 |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **17397.90** |  |
|  |  |  |  |  |  |  |  |
| **Available Funds** |  |  | **Total** |  | **27283.95** |  |
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| **Signed** |  |  |  |  |  |  |  |
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|  | **Clerk to the Council** |  |  |  |  |  |
|  | **17th June 2016** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Payments to be considered** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| B Geary (Litter Picking) |  |  |  | 70.00 |  |
| Clerks Expenses (Telephone/Int Audit etc.) |  | 312.04 |  |
| A Dover (Grass & Bus stops) |  |  |  | 80.00 |  |
| Broxap (Waste Bin) |  |  |  |  | 88.80 |  |
| MH Kennedy (Grass cutting - playing field) |  | 286.38 |  |
|  |  |  |  |  |  |  |  |
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|  |  |  |  | **Total** |  | **837.22** |  |