**Birdham Parish Council**

**Minutes of the**

**Annual Meeting of the Parish Council**

**held on Monday 21st November 2016**

**at 7pm in Birdham Village Hall**

**Present**: Cllr Pocock (Chairman), Cllrs Hamilton (Vice Chairman), Barker, Firmston, Campbell, Churchill, Richardson and Bird.

**Apologies**: Cllr Wells.

**In attendance**: The Clerk, Cllr Montyn (WSCC), Cllr Barrett (CDC) and 13 members of the public.

**Absent:**

**64-16 To consider an application for Co-Option to the Parish Council.**

The Chairman said thatMr Barry Richardson had applied for the only vacancy and had been interviewed by Councillors. It was therefore proposed, seconded **and resolved** that Mr Barry Richardson be co-opted to the Birdham Parish Council.

**65-16 Public Question time in accordance with Standing Orders 1d -1l:**

There were none.

**66-16 Declaration of Interests:**

Cllr Barker declared a personal interest in planning applications BI/16/03396/DOM and BI/16/03397/PLD as she is a neighbour.

**67-16 Approve and sign the minutes of the 17th October 2016:**

**It was resolved** to adopt the minutes of the 17th October 2016 as a true and accurate record of the meeting.

**68-16 Clerks’ Report:**

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

Cllr Montyn (WSCC) reported that the application for funding by St James Church had not been accepted by the South Local Committee.

He went on to report that the Select Committee of WSCC had undertaken a budget review and had suggested that there was a serious underfunding within the Schools Budget. A decision will be taken at the full meeting of WSCC during the budget debate.

Cllr Barrett (CDC) reported that the youth club planning application had almost reached its deadline for a decision to be required.

The Harbour Conservancy in conjunction with CDC is almost ready to deliver its report on the illegal occupation by Gypsies on the Birdham Farm site.

Presentations are due to take place at the next meeting of the MPP.

A number of questions had been raised about pollution in relation to the proposal put forward as options on the A27.

Planning permission had been granted for 750 homes on the Whitehouse Farm site in Chichester.

Cllr Hamilton (CDC) reported that consultations were taking place with the AONB and Harbour Conservancy concerning its future.

CDC are in the process of installing a new ‘phone system so there could be some minor accounts of disruption for a short period.

1. **Other related matters –** There were none.

**69-16 Finance and Corporate:**

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

The Clerk presented the financial report up to and including the 21st November 2016 shown at Annex a. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank | £ 73097.42 |
| Designated Funds | £ 29654.17 |
| Ring Fenced Funds | £ 13317.90 |
| Available Funds | £ 30125.35 |
| Creditors | £ 1247.38 |

The Clerk said that the accounts are in a good position with no known problems or concerns. He then offered to answer any questions that Councillors may have.

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

**70-16 Correspondence – Not previously circulated.**

There was none.

**71-16** **Reports**:

1. **Play Area and Playing Field. –** The Chairman brieflyoutlined thesuccessful outcome of the NHB application. He then went on to say how the Clerk would be putting together a suggested list of equipment which would then be submitted to the school for a ‘referendum’ by the children as to their selection. Post the children’s selection it may well be circulated via email to residents with the possibility of attracting public funding in addition to that already granted under the NHB.
2. **Village Green and Pond. –** The Chairman sketched out his vision for a wildlife corridor and woodland area which would join up the various ponds and improve the drainage throughout the village. He had had a meeting with the Rector and the Manager of the Manhood Wildlife and Heritage Group who are both very supportive. It is now thought that a presentation to the PCC would possibly the best way forward.
3. **Condition of Village Ditch/Drain Network. –** Cllr Bird – Lead Councillor for flood prevention said that he was not aware of any flooding in the Village that had taken place during the last batch of heavy rainfall. He then went on to give a brief presentation on the work of the WSCC in culvert cleaning and in doing so highlighted a problem with a ditch that had been filled in blocking a culvert that ran into the ditch thus creating a sever flood risk. There were also concerns at the culvert condition running through Longmeadow Gardens together with the culvert from Crooked Lane to Church Lane.

A resident asked what could be done about the leaves and the street cleaning which did not appear to be happening however, he agreed that in principle the village was in a much better shape than it had been during previous years.

1. **Police and Neighbourhood Watch. –** The Clerk said that he had discovered that within a mile of the Village Hall there were at least six Neighbourhood Watch Schemes listed**.** He had emailed them but had yet to receive a response. If none was forthcoming this item would be removed from future agendas.
2. **Communication Working Groups. –** The latest Newsletter had been printed and in the most part delivered.
3. **Community Resilience. –** The resilience plan had been amended as a result of the exercise and submitted o both WSCC and CDC.
4. **Other –** There was nothing to report.

**72-16 Planning matters including applications and CDC delegated decisions:**

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

BI/16/03396/DOM - Apple Trees, Burlow Close, Birdham, PO20 7ES

Front single storey extension to create an additional bedroom and shower room.

The Parish Council raises NO OBJECTION to this application. However, given the narrowness of the approach road would request that a condition be imposed to prevent the parking of construction traffic on the road. The applicant has suggested that sufficient parking spaces are available on the actual site.

BI/16/03397/PLD - Apple Trees, Burlow Close, Birdham, PO20 7ES

Proposal: New flat roof extension to rear of existing flat roofed garage to provide additional family accommodation and internal works to existing garage to create a utility room.

The Parish Council raises NO OBJECTION to this application. However, given the narrowness of the approach road would request that a condition be imposed to prevent the parking of construction traffic on the road. The applicant has suggested that sufficient parking spaces are available on the actual site.

BI/16/03354/FUL - Rowan Nursery, Bell Lane, Birdham

Variation of condition 4 of permission BI/13/00284/FUL - prior to the occupation of the first dwelling the vehicular access shall be constructed in accordance with plan ITB7126-GA-001 ref F including the provision of visibility splays.

Birdham Parish Council are concerned at the number of conditions imposed by CDC Planners for very good reasons which then become the subject of a further application/s to remove or vary those same conditions.

The Parish Council Objects to this application to vary condition 4 against an extant application that was granted under BI/13/00284/FUL.

BI/16/03389/DOM - Mrs Lorraine Edwards 3 Greenacres Birdham

Construction of a garage.

Birdham Parish Council raises an Objection to this application as the structure projects well beyond what could be described as the building line which would destroy the harmonious design of the Greenacres Estate.

BI/16/03429/FUL - Mr B Splude Cabinteely  Bell Lane Birdham PO20 7HX

Demolition of existing dwelling and construction of 2 no. 2-bed flats and 3 no. 1-bed flats with

new access, landscaping and associated works.

The Parish Council raises NO OBJECTION to this application.

BI/16/03482/FUL - Gibbs Croft , Westlands Lane, Birdham, PO20 7HH

Replacement dwelling and proposed detached garage barn.

The Parish Council raises NO OBJECTION to this application.

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

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

BI/16/01809/FUL Sarah Poulter On Behalf Of Martlett Homes Ltd

Field North West Of The Saltings Crooked Lane Birdham West Sussex

Variation of Conditions 3, 5, 6, 8, 13, 20 and 21 of planning permission BI/13/01391/FUL - to vary the wording of conditions in order to allow the development to commence. **PERMIT WITH S106**

BI/16/02806/DOM Mr R Felton Harbour House 22 Greenacres Birdham

Proposed extensions and alterations to existing house and garage. **PERMIT**

BI/16/02905/DOM Mr & Mrs Slatter Brightwater 14 Greenacres Birdham

Variation of condition 2 from planning permission BI/16/00495/DOM. To reference amended plans to show the removal of the over-sailing roof to the north and siting of garage 2.5m north of approved location to avoid main sewer line. **PERMIT**

BI/16/02637/FUL Birdham Pool Ltd Birdham Pool  The Causeway Birdham

Variation of conditions 2 and 5 of permission BI/13/00316/FUL - remove 2 no. gates. **PERMIT**

**The delegated decisions were noted.**

**73-16 Reports of meetings attended by Councillors -**  There was nothing to report.

**74-16 Items for inclusion on the next agenda: -**

To discuss the budget and set a precept for 2017-2018

**75-16 Date of Next Meeting:**

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

**19th December 2016 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 8.30pm

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

Chairman

**Annex a.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Agenda Item 5i | |
|  |  |  | **Birdham Parish Council** | | |  |
|  |  |  |  |  |  |  |
| **Financial Statement as at 21st November 2016** | | | | |  |  |
|  |  |  |  |  |  | £ |
| Bank Accounts as at 31st March 2016 | | | |  |  | 89612.51 |
| Receipts to date | |  |  |  |  | 60848.78 |
| Expenditure to date | |  |  |  |  | 77363.87 |
|  |  |  |  | **Balance** |  | **73097.42** |
| **Represented by;** | |  |  |  |  |  |
| Current Account (Barclays Community A/c) | | | | |  | 5962.75 |
| Deposit Account (Barclays Premium Business A/c) | | | | |  | 60272.78 |
| National Savings | |  |  |  |  | 6861.89 |
|  |  |  |  | **Total** |  | **73097.42** |
| **Less** |  |  |  |  |  |  |
| Reserve @ 50% of Precept | | |  |  |  | 21063.13 |
| Loan Reserve for half year | | |  |  |  | 8591.04 |
| Outstanding Cheque/s - | | |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **29654.17** |
| **Ringfenced Funds** | |  |  |  |  |  |
| Op Watershed | |  |  |  |  | 6275.85 |
| NHB |  |  |  |  |  | 2042.05 |
| Culvert Maintenance | |  |  |  |  | 2500.00 |
| Catchement pond improvement fund | | | |  |  | 2500.00 |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **13317.90** |
|  |  |  |  |  |  |  |
| **Available Funds** | |  |  | **Total** |  | **30125.35** |
|  | dsiggssig.bmp   |  | | --- | |  | |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Signed** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  | **Clerk to the Council** | |  |  |  |  |
|  | **21st November 2016** | |  |  |  |  |
|  |  |  |  |  |  |  |
| **Payments to be considered** | | |  |  |  |  |
|  |  |  |  |  |  |  |
| B Geary (Litter Picking) | | |  |  |  | 70.00 |
| Clerks Expenses (Telephone/wreath) | | | |  |  | 166.60 |
| MH Kennedy (Grass cutting - playing field) | | | | |  | 228.78 |
| A Dover (Grass, Pond & Bus Stops) | | | |  |  | 382.00 |
| 1st Birdham & Wittering Scout Group (Sect 137 - Trailer Grant) | | | | | | 400.00 |
|  |  |  |  | **Total** |  | **1247.38** |