**Birdham Parish Council**

**Minutes of the**

**Meeting of the Parish Council**

 **held on Monday 20th March 2017**

**at 7pm in Birdham Village Hall**

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

**Apologies**: Cllrs Wells, Barker, Churchill and Cllr Barrett (CDC).

**In attendance**: The Clerk, Cllr Montyn (WSCC) and 7 members of the public.

**108-16 Declaration of Interests:**

 There were none.

**109-16 Approve and sign the minutes of the 20th February 2017:**

**It was resolved** to adopt the minutes of the 20th February 2017 as a true and accurate record of the meeting.

**110-16 Public Question time in accordance with SO 1d – 1l:**

There were none.

**111-16 Planning matters including applications and CDC delegated decisions:**

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

BI/17/00494/LBC - Mr & Mrs Wheeler Hammonds Farm Westlands Lane Birdham

Amendment to application 14/03008/DOM to replace a permitted roof light with a dormer window.

Birdham Parish Council raises No Objection to this application.

BI/17/00515/DOM - Mr and Mrs Kane and Iwa Pirie Navarre Lodge Westlands Lane Birdham

New single storey garage barn and courtyard.

Birdham Parish Council raises No Objection to this application but would request that a condition is applied to ensure the garage accommodation could not be sold separate to the main house nor should it be let on a long term basis.

BI/17/00347/DOM - Mrs Maureen and Barry Trusler the Chimes Bell Lane Birdham

Dropped kerb/crossover from the Chimes.

Birdham Parish Council raises No Objection to this application.

BI/17/00358/DOM - Mr W Hall Byways Bell Lane Birdham

Dropped kerb/crossover from Bell Lane to give direct access to the property.

Birdham Parish Council raises No Objection to this application.

BI/17/00582/DOM - 11 Burlow Close, Birdham, PO20 7ES

Demolition of existing garage and construction of new single storey side and rear extension.

Birdham 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/16/00933/OUT Mr and Mrs Paul Knappett Koolbergen, Kelly's Nurseries And Bellfield Nurseries Bell Lane Birdham

Erection of 77 houses B1 floor space, retail and open space with retention of 1 dwelling. **REFUSE**

BI/16/04009/FUL Mr R Felton Harbour House 22 Greenacres Birdham

Renewal of permission BI/13/03967/FUL. Replacement dwelling and garage and associated landscaping. **PERMIT**

BI/16/04129/DOM Mr Matthew Fender Tangly 2 Burlow Close Birdham

Proposed front porch, dormer, rooflights, windows, rear extension and storage in rear garden. **PERMIT**

**The delegated decisions were noted.**

**112-16 Clerks’ Report:**

1. **WSCC** – There was nothing to report.
2. **CDC** – The Clerk reported that he had received a letter from the Principle Planning Officer of CDC concerning CIL payments and their monitoring. A number of dates had been proposed to which interested Councillors could attend a workshop to learn more about the monitoring of payments, their expenditure and impact on the Parish Infrastructure Development Plan (IDP).

The dates on offer are all in April the 4th,5th,6th,7th 18th, 19th, 20th and 21st.

1. **Reports from Members of WSCC/CDC –** Cllr Montyn (WSCC) reported that £500k had been budgeted for a further round of Op Watershed funding.

He went on to say that the A27 meeting held at WSCC was a worthwhile exercise and the Council Leader was prepared to drive this forward by bringing in unbiased consultants, some from Europe, if required to help bring all of the disparate groups to a consensus that will be of benefit to all.

Cllr Hamilton (CDC) said that the Planning Inspector had visited Birdham Farm together with barristers for both parties.

The Vision for Chichester public consultation was half way through. The ‘Vision’ was for Chichester and within the City walls.

The Youth Centre for Wittering is to go ahead.

Finally Cllr Hamilton reminded those attending that the All Parishes Meeting at CDC was on the 5th April and together with other interesting agenda items would include a new recycling method.

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

**113-16 Finance and Corporate:**

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

The Clerk presented the financial report up to and including the 20th March 2017 shown at Annex a. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank | £ 80660.66 |
| Designated Funds | £ 29654.17 |
| Ring Fenced Funds | £ 30259.70 |
| Available Funds | £ 20746.79 |
| Creditors |  £ 3102.83 |
|  |  |

The Clerk reported that the payment to Arbus Limited was the VAT only which had been missing from the last payment made in February. He went on to offer to answer any questions that might be raised. **It was resolved** to adopt the Financial Report.

1. **To agree the time extension of a Councillor who had been absent due to long term illness.**

It was reported by the Clerk that one member – Cllr Wells - had suffered considerable and prolonged illness over the past five months with the result that he could lose his place as a Councillor. The Clerk said that he had made contact with the Councillor who was recovering and wished to remain a Councillor if at all possible, he had been trying to work for the community from home and using the telephone to keep in contact as he has great difficulty in walking and cannot drive at the moment.

The Clerk went on to say that under the LGA s.85(1) and (2) it is possible for the Council to grant permission, via resolution, for the continued absence of the Councillor.

**It was proposed and resolved** that the absence of Cllr Wells be approved but, kept under review.

1. **To receive a report from the Chairman concerning the meeting he attended at WSCC which addressed the A27.**

The Chairman reported that he had attended a meeting at WSCC called by the Leader of WSCC – Cllr Louise Goldsmith – and attended by other notable people to discuss the decision by the Secretary of State (SoS) to withdraw the allocated funding for improvements to the A27.

The meeting was chaired by the Editor of the Observer newspaper who was trying to get a consensus on a unified position that all interested parties could sign up to in order that an approach could be made to SoS to enable funding to be re-instated.

It was quite apparent that there is a considerable amount of interest in getting something done to the A27 and he would keep Councillors informed as the discussions progressed.

Cllr Montyn (WSCC) said that WSCC would make funds available and venues to ensure the discussions progressed.

1. **To determine a date for the Gypsy and Traveller Seminar.**

It was resolved to defer this item until the completion of the Birdham Farm Appeal.

**114-16 Correspondence – Not previously circulated.**

The Clerk reported that he had received a copy of the Local Council Review.

**115-16** **Reports**:

1. **Play Area and Playing Field. –** The Clerk gave a brief summation of the selection of play equipment he was working on. He had carried out one meeting with suppliers and was due to meet with another on the 5th April.

He went on to say that he had received quotations for fencing to be carried out and was commending the quote from Arbus Limited.

**It was resolved** to accept the quotation from Arbus and get the work carried out.

1. **Village Green and Pond. –** The Chairman said that to date he had not received any information regarding the proposal and request for support from the Church. He would chase up over the next few days.

The Clerk said that he had received a quotation from Arbus Limited to replace the fence at the village pond. He had suggested that this new fence be raised to a height of 900mm in order that there would be less likelihood of damage to the fence by passing traffic.

**It was resolved** to accept the quotation from Arbus and get the work carried out.

The Clerk went on to say that he had spoken to Jane Reeve, the FLOW Project Manager, concerning her suggestion to install coir matting at the ‘kingfisher pond/ditch’ with the result that he had received a quote from Salix to provide pre-established standard mix coir rolls.

**It was resolved** to order the coir matting and install them as soon as feasibly possible.

1. **Condition of Village Ditch/Drain Network. –** The Clerk had spoken with a surveyor concerning ditch/water levels throughout the Parish of Birdham. It would appear this was not quite the simple task that had been implied and certainly more expensive. The surveyor had said that he would give the matter some serious thought and contact the Clerk within the next few weeks.

Cllr Bird said that a meeting should be setup with Councillors and Officer from both CDC and WSCC to get a better idea of what was needed and what trouble spots needed more immediate pressures.

1. **Communication Working Groups. –** The Clerk had requested some indication of the likely date of the Annual Parish Meeting which had to be held prior to the beginning of June. The Chairman thought that prior to the meeting date being set he would like to publish a Parish Newsletter and encourage people to come along.

The Clerk re-iterated that the meeting should be held after 6pm in the evening. However, he did say that whilst this was a legal requirement it seemed that when the meeting was held earlier it allowed more residents to attend. He felt this might be an item that should be put to SALC for onward pressure to NALC and Central Government to change the ruling to allow Parish to set their own requirements that better suited their residents. In the meantime a date and time would not be set.

1. **Community Resilience. –** Cllr Firmston said that he was still seeking funding for high vis jackets and radios.
2. **Other –** There was nothing to report.

**116-16 Reports of meetings attended by Councillors –** Cllr Firmston said that he attended the Manhood Peninsula Partnership Meeting at which members received information on the spread of diabetes its prevention and treatment, STOMP and SWISH.

 The Chairman said that he had attended a meeting with the Chairman of WSCC and had taken the opportunity to speak to her about maintaining ditches and culverts together with the methods of enforcing the riparian owners to take responsibility. He also spoke to her about Village Welfare.

**117-16 Items for inclusion on the next agenda: -** There was nothing considered.

**118-16 Date of Next Meeting:**

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

**10th April 2017 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 8.50pm

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

 Chairman

**Annex a.**

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| --- | --- | --- | --- | --- | --- |
|  |  |  | **Birdham Parish Council** |  |  |
|  |  |  |  |  |  |  |  |
| **Financial Statement as at 20th March 2017** |  |  |  |  |
|  |  |  |  |  |  | £ |  |
| Bank Accounts as at 31st March 2016 |  |  | 89612.51 |  |
| Receipts to date |  |  |  |  | 92564.41 |  |
| Expenditure to date |  |  |  |  | 101516.26 |  |
|  |  |  |  | **Balance** |  | **80660.66** |  |
| **Represented by;** |  |  |  |  |  |  |
| Current Account (Barclays Community A/c) |  | 13477.36 |  |
| Deposit Account (Barclays Premium Business A/c) |  | 60280.18 |  |
| National Savings |  |  |  |  | 6903.12 |  |
|  |  |  |  | **Total** |  | **80660.66** |  |
| **Less** |  |  |  |  |  |  |  |
| Reserve @ 50% of Precept |  |  |  | 21063.13 |  |
| Loan Reserve for half year |  |  |  | 8591.04 |  |
| Outstanding Cheque/s - |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **29654.17** |  |
| **Ringfenced Funds** |  |  |  |  |  |  |
| Op Watershed  |  |  |  |  | 1622.85 |  |
| NHB |  |  |  |  |  | 23136.85 |  |
| Culvert Maintenance |  |  |  |  | 2500.00 |  |
| Catchment pond improvement fund |  |  | 3000.00 |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **30259.70** |  |
|  |  |  |  |  |  |  |  |
| **Available Funds** |  |  | **Total** |  | **20746.79** |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Signed** | David J Siggs |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **Clerk to the Council** |  |  |  |  |  |
|  | **20th March 2017** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Payments to be considered** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| B Geary (Litter Picking) |  |  |  | 70.00 |  |
| Clerks Expenses (Telephone) |  |  |  | 26.99 |  |
| Arbus Limited (VAT Element only) |  |  | 1005.84 |  |
| BVRA (Ref Travellers site report) |  |  | 2000.00 |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **3102.83** |  |
|  |  |  |  |  |  |  |  |