**Birdham Parish Council**

**Minutes of the**

**Meeting of the Parish Council**

 **held on Monday 10th April 2017**

**at 7pm in Birdham Village Hall**

**Present**: Cllr Pocock (Chairman), Cllrs Wells, Bird, Campbell, Churchill and Richardson.

**Apologies**: Cllr Hamilton (Vice Chairman), Cllr Firmston, Cllr Montyn (WSCC) and Cllr Barrett (CDC).

**In attendance**: The Clerk, and 12 members of the public.

The Chairman welcomed all who had come to the meeting.

He went to say that he had received a notice of resignation from Cllr Barker which was a great loss to the Council. Cllr Barker had been a lady that had worked hard for the Council and one who could be relied upon. He was very sorry that she had decided to stand down and thanked her for her contribution to both the Council and the village residents, she will be missed.

**119-16 Declaration of Interests:**

 There were none.

**120-16 Approve and sign the minutes of the 20th March 2017:**

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

**121-16 Public Question time in accordance with SO 1d – 1l:**

A resident suggested that it may well be necessary and desirable to obtain accurate measurements of ditch and pond heights above sea levels and would it be possible to do this in an economic way.

It was suggested that the Clerk carry out some research to see what was available and whether it was possible to do this on a self-help basis.

**122-16 Planning matters including applications and CDC delegated decisions:**

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

BI/17/00511/FUL - Mr & Mrs Slatter Brightwater 14 Greenacres Birdham

Variation of condition 2 from planning permission BI/15/02632/FUL- amendments to plans to include alterations to balcony design on northern elevation to match southern elevation.

The Parish Council raised **NO OBJECTIONS** to this application.

BI/17/00637/DOM - Mr Graham Whitney Mill House Farm Sidlesham Lane Birdham

Extend existing stable/outbuilding to form workshop.

The Parish Council raised **NO OBJECTIONS** to this application.

BI/17/00910/DOM - Fir Trees, Shipton Green Lane, West Itchenor

Alterations and extension amendments to porch and fenestration to design approved under

BI/15/03544/DOM.

The Parish Council raised **NO OBJECTIONS** to this application.

BI/17/00989/LBC - Fir Trees, Shipton Green Lane, West Itchenor

Alterations and extension amendments to porch and fenestration to design approved under

BI/15/03609/LBC.

The Parish Council raised **NO OBJECTIONS** to this application.

BI/17/00911/DOM - Fir Trees, Shipton Green Lane, West Itchenor

Alterations and extension amendments to porch, fenestration and dormers to design

approved under BI/15/03544/DOM.

The Parish Council raised **NO OBJECTIONS** to this application.

BI/17/00990/LBC - Fir Trees, Shipton Green Lane, West Itchenor

Alterations and extension amendments to porch, fenestration and dormers to design

approved under BI/15/03609/LBC.

The Parish Council raised **NO OBJECTIONS** 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/17/00396/TPA Mr Graeme Barnsley Land South Of Chichester Canal Adjacent To Salterns Lock Lock Lane Birdham

Fell 7 no. Poplar trees (T1, T2, T4, T5, T16, T17 and T22) and 1 no. Hawthorn tree (T28). Crown reduce by 1m and crown lift by 3m (above ground level) on 1 no. Oak tree (T8). Crown reduce by up to 2m and crown lift by 3m (above ground level) on 1 no. Willow tree (T18). All within Group 'B' subject to BI/98/00035/TPO. Crown reduce by 2m (height and widths in all directions) on 1 no. Oak tree (T29) (TPO no. T1) subject to BI/98/00035/TPO). **PERMIT**

1. **Planning Appeals to be noted.**

BI/16/00527/FUL Bell Inn Bell Lane Birdham Appeal number App/L3815/W/16/3157478 is dismissed.

**The appeals and delegated decisions were noted.**

**123-16 Clerks’ Report:**

1. **WSCC** – There was nothing to report.
2. **CDC** – There was nothing to report.
3. **Reports from Members of WSCC/CDC –** Both Cllr Montyn (WSCC) and Cllr Barrett (CDC) had given apologies, Cllr Barrett had submitted a written report as follows;

**Birdham Road Travellers Site**

Due to slow progress a further day has been added for the inquiry, the 22nd May, now making 8 days including the site visit. The original schedule was 3 days.

**A27**

The first workshop was held on 22nd March. Further workshops are in the planning. A suggestion has been made that sub Workshops could be held within the local communities.

Such a workshop could be set to cover The Witterings with attendees drawn from interested

parties within the community.

**Chichester Vision Consultation**

The consultation closes on 12 April. You are encouraged to respond.

**Local Plan**

The Local Plan has to be resubmitted to the Planning Inspectorate for approval. The revised Plan will be effective from 2020 and will be based on revised housing needs within the District. Neighbourhood Plans may also need revision.

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

**124-16 Finance and Corporate:**

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

The Clerk presented the financial report up to and including the 10th April 2017 shown at Annex a. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank | £ 77557.83 |
| Designated Funds | £ 29654.17 |
| Ring Fenced Funds | £ 27211.81 |
| Available Funds | £ 20651.55 |
| Creditors |  £ 6890.67 |
|  |  |

The Clerk reported that there were no anomalies and that he was prepared to answer any questions. **It was resolved** to adopt the Financial Report.

1. **To decide on the request by EW&BPC for a meeting to discuss the location of a skate park.**

The Clerk said that whilst he had no relevant information to offer at this point he did feel that two Councillors should be asked to attend any such meeting to determine the facts. After a very brief discussion it **was resolved** that Cllrs Richardson and Chuchill should attend purely to fact find and report back to Council.

1. **To determine the date and time for the Annual Parish Meeting.**

It was suggested that the meeting should be held at 11:00 am on the 13th May 2017. The Clerk re-iterated his previous comments that all meetings are required to be held post the 6pm watershed and any such meetings held at an earlier time could be classified as illegal.

It **was resolved** that the Annual Parish Meeting should be held at 11:00am on Saturday the 13th May 2017.

**125-16 Correspondence – Not previously circulated.**

The Clerk reported that he had received a copy of the CPRE Field Work magazine.

**126-16** **Reports**:

1. **Play Area and Playing Field. –** The Clerk said that the search for play equipment was ongoing but proceeding well and that a number of suppliers had been met on site.

A resident asked if it was possible to improve the goal posts. The Clerk said that it was scheduled to take place this year as money had been budgeted to do so.

1. **Village Green and Pond. –** The Clerk said that the Kingfisher Pond work was ongoing and that coir matting had been ordered for delivery on the 26th April and any help getting the lorry unloaded and the matting installed would be of great help. Jane Reeve, the **FLOW** Project Manager, would be in attendance along with a number of volunteers to help in the work.
2. **Condition of Village Ditch/Drain Network. –** Cllr Bird said that he had had a meeting with officers from WSCC and CDC who considered that there was no point in opening the culvert between Crooked Lane and Burlow Close if this was likely to cause flooding. Contact with the owner of the land into which the culvert flows is to be made in order to obtain information on direction and rate of flow if at all possible.

There are still problems with the Crooked Lane (North) Culvert. The land is owned by Stirlands (Builders).

A resident said that CCTV investigation had quite clearly shown that the culvert had collapsed at a level commensurate with the post box.

1. **Communication Working Groups. –** There was nothing to report.
2. **Community Resilience. –** There was nothing to report.
3. **Other –** There was nothing to report.

**127-16 Reports of meetings attended by Councillors –**

 The Chairman said that he had attended the All Parishes Meeting hosted by CDC.

**128-16 Items for inclusion on the next agenda: -** There was nothing considered.

**129-16 Date of Next Meeting:**

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

**15th May 2017 (Annual Meeting of the Parish Council) at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 8.10pm

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

 Chairman

**Annex a.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | **Birdham Parish Council** |  |
| **Financial Statement as at 10th April 2017** |  |  |  |
|  |  |  |  |  |  | £ |
| Bank Accounts as at 31st March 2017 |  |  | 77557.53 |
| Receipts to date |  |  |  |  | 0.00 |
| Expenditure to date |  |  |  |  | 40.00 |
|  |  |  |  | **Balance** |  | **77517.53** |
| **Represented by;** |  |  |  |  |  |
| Current Account (Barclays Community A/c) |  | 10334.53 |
| Deposit Account (Barclays Premium Business A/c) |  | 60280.18 |
| National Savings |  |  |  |  | 6903.12 |
|  |  |  |  | **Total** |  | **77517.83** |
| **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 |  |  |  |  |  | 20088.96 |
| Culvert Maintenance |  |  |  |  | 2500.00 |
| Catchment pond improvement fund |  |  | 3000.00 |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **27211.81** |
|  |  |  |  |  |  |  |
| **Available Funds** |  |  | **Total** |  | **20651.55** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Signed** | David J Siggs |  |  |  |
|  |  |  |  |  |  |  |
|  | **Clerk to the Council** |  |  |  |  |
|  | **10th April 2017** |  |  |  |  |
|  |  |  |  |  |  |  |
| **Payments to be considered** |  |  |  |  |
|  |  |  |  |  |  |  |
| B Geary (Litter Picking) |  |  |  | 70.00 |
| Clerks Expenses (Telephone) |  |  |  | 26.99 |
| Arbus Limited (fence at pond & field) |  |  | 3300.00 |
| SSE (Street Lighting) |  |  |  |  | 213.23 |
| West Sussex ALC (NALC/SALC Subs) |  |  | 473.35 |
| M H Kennedy & Son (Grass cutting) |  |  | 228.78 |
| CDC (Dog & litter bins) |  |  |  | 604.03 |
| M Thomas (Chairs & Projector NHB) |  |  | 1752.29 |
| A Dover (Grass/bus shelters) |  |  |  | 122.00 |
|  |  |  |  | **Total** |  | **6790.67** |