**Birdham Parish Council**

**Minutes of the Meeting of the Parish Council**

 **held on Monday 19th June 2017**

**at 7pm in Birdham Village Hall**

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

**Apologies**: Cllrs Churchill, Wells and Cllrs Montyn (WSCC) and Barrett (CDC).

**In attendance**: The Clerk, and 13 members of the public.

Prior to the commencement of the meeting the Chairman asked if all present would join with him in one minute of reflection and in memory of those who perished in the Grenfell Towers fire.

**16-17 Declaration of Interests:**

 There were none.

**17-17 Approve and sign the minutes of the 15th May 2017:**

**It was resolved** to adopt the minutes of the 15th May 2017 as a true and accurate record of the meeting.

**18-17 Public Question time in accordance with Standing Orders 1d -1l:**

 A resident read a statement to the Council – which can be found at annex a to these minutes – which was in connection with the Rowan Nursery planning application, and on completion asked if the Council should now consider its duty to refer the decision made by CDC to the SoS for his ruling.

 The Chairman said that the question was complex enough to require legal advice and would respond in written format to the resident as soon as possible after receiving such legal advice.

**19-17 Planning matters including applications and CDC delegated decisions:**

1. Planning Applications to be decided.

BI/17/01372/DOM - Mr and Mrs Kane and Iwa Pirie Navarre Lodge Westlands Lane

Demolition of part of long shed, replace corrugated roof with pitched tiled roof and clad concrete blockwork walls with stained timber boards.

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

BI/17/01341/FUL - Mr Splude Cabinteely Bell Lane Birdham

Demolition of existing dwelling and construction of 1 no. dwelling, garage shed and bike store.

The Parish Council raises **No Objection** to the application for the house.

However, the Parish Council does **Object** to the positioning of the garage. The garage is forward of what could be described as the 'building line' and destroys what has been described as a clean and uncluttered 'street front' in Bell Lane.

In addition the Council requests that any colouring of the cladding reflects the rural setting rather than a 'New England' colour palette.

BI/17/01408/DOM - Ms Amanda Hancock Highkettle 8 Oakmeadow Birdham

Internal and external alterations. Two storey side extension to main dwelling and erection of an annexe.

Birdham Parish Council raises **No Objection** to the application.

However, the Parish Council would like to see the colour of the cladding reflect the rural setting within an AONB and would seek an assurance the development meets the criteria of the Harbour Conservancy Design Statement.

BI/17/01383/FUL - Plot 13, Land to the Rear Of Premier Business Park, Main Road,

Retrospective application for single pitch for gypsy occupation comprising touring caravan,

Hard standing and provision of static mobile home.

BI/17/01382/FUL -Plot 12, Land to the Rear Of Premier Business Park, Main Road,

Retrospective application for single pitch for gypsy occupation comprising touring caravan,

Hard standing and provision of static mobile home.

BI/17/01384/FUL -Plot 14, Land to the Rear Of Premier Business Park, Main Road,

Retrospective application for single pitch for gypsy occupation comprising touring caravan,

Hard standing and provision of static mobile home.

As BI17/01383/FUL, BI/17/01382/FUL and BI/17/01384/FUL are considered to be almost identical with the exception of plot numbers it was deemed expedient to consider the applications as the same.

Birdham Parish Council **strongly objects** to these applications on the following grounds;

This sites falls within Chichester Harbour Area of Outstanding Natural Beauty, and outside the Settlement Policy Area of Birdham.

Planning policies covering these applications would include the NPPF, the Chichester District Local Plan, the Birdham Neighbourhood Plan, and the Chichester Harbour Conservancy Management Plan.

National Planning Policy Framework

Paragraph 14 of the National Planning Policy Framework requires presumption in favour of

sustainable development, except where specific policies in this Framework indicate development should be restricted. Note 9 specifically indicate this to mean AONBs. In the Parish Councils opinion this proposal will do material harm to the landscape and scenic beauty of the AONB thus failing Para 115.

Chichester Local Plan:

Virtually none of the requirements of Policies 43 (Chichester Harbour AONB), 45 (Development in the Countryside) and 48 (Natural Environment) of the Chichester Local Plan: In addition, Policy 36 (Planning for Gypsies, Travellers and Travelling Showpeople) has 6 criteria, all of which have to be met. This site fails to meet criteria 1 to 4 of this policy.

Also, the Gypsy & Traveller & Travelling Showpeople Accommodation Assessment. This

assessment provides a map of potential broad locations for sites to meet the assessed needs. Birdham is not included as a suitable broad area.

Birdhams Neighbourhood; Birdham has one settled Gypsy site. There was no requirement in the Local Plan to provide further sites.

This application does not meet the requirements of the following policies:

Policy 4 - Landscape Character -the open views across the heritage landscape and agricultural heritage on either side of Lock Lane, Court Barn Lane and to the north & south of Birdham Straight

Policy 9- Transport impact must be mitigated via developer contributions

Policy 13 - Settlement Boundary. Outside of the Settlement Boundary Area, development will only be permitted where it complies with policy 15 of this Plan and policy 45 in the Chichester Local Plan or any future version of that policy.

Policy 15 - Rural Area Policy Development will be in accordance with the NPPF paragraph 55, the Chichester Local Plan policy 45.

Chichester Harbour Conservancy Management Plan

The Harbour Conservancy will speak for itself regarding this policy document.

This application therefore does not meet the terms of the Chichester District Local Plan , or

Birdhams Neighbourhood Plan.

Additionally, an application to build 5 houses in the adjoining field (B1/12/03671) was refused recently. Reasons given were that the harm to the AONB was not justified by the Districts need for houses.

Birdham Parish Council therefore **strongly objects** to these applications, and requests that planning permission should be refused.

BI/17/01495/DOM - Glen Iris , Bell Lane, Birdham,

New elevation materials, new windows and redesigned front porch and new garage.

The Parish Council raises **No Objection** to the application for the new windows and redesigned front porch.

However the Parish Council does **Object** to the positioning of the garage. The garage is forward of what could be described as the 'building line' and destroys what has been described as a clean and uncluttered 'street front' in Bell Lane.

In addition the Council requests that any colouring of the cladding reflects the rural setting rather than a 'New England' colour palette.

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

1. Delegated Decisions to be noted.

BI/17/00347/DOM Mrs Maureen and Barry TruslerThe Chimes Bell Lane Birdham

Dropped kerb/crossover from the Chimes. **PERMIT**

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

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

BI/17/00582/DOM Kirri Casali 11 Burlow Close Birdham

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

**PERMIT**

BI/17/00246/DOM Mr & Mrs Nigel & Judith Seymour Mansfield Church Lane Birdham

Rear extension, incorporating hip to gable roof extension with raised ridge height and dormers to create second storey, new hip to gable extension at front, general alterations and remodelling, new parking and turning area with car port, detached garage at rear. **PERMIT**

**20-17 Clerks’ Report:**

1. **WSCC** – The Clerk reported that he had received notification from WSCC of the Councils submission of the West Sussex Joint Minerals Local Plan (Regulation 22) to the Government for soundness and legal compliance testing. Documents may be downloaded from [www.westsussex.gov.uk/mwdf](http://www.westsussex.gov.uk/mwdf).

The Clerk also reported on the receipt of the street lighting parish maintenance record and notification of an invoice that will soon be raised.

1. **CDC** – There was nothing to report.
2. **Reports from Members of WSCC/CDC –** Cllr Hamilton – in her capacity as Chairman of the District Council – said that at a full meeting of CDC they had been briefed on the situation concerning the Grenfell Tower fire and had been given advice that all CDC property and HMO’s should have fire equipment and precautions checked. WSCC had also given the same advice.

Council has approved the Southern Gateway Masterplan and it will now go out to public consultation from the 29 June to 10 August.

Council has approved the first stage of the Chichester Local Plan Review and public consultation will begin on 22 June until 3 August.

1. **Other related matters –** There was nothing to report.

**21-17 Finance and Corporate:**

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

The Clerk presented the financial report up to and including the 19th June 2017 shown at Annex b. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank | £ 88664.04 |
| Designated Funds | £ 29654.17 |
| Ring Fenced Funds | £ 27211.81 |
| Available Funds | £ 30939.27 |
| Creditors | £ 858.79 |

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

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

1. **To receive and note the Internal Audit report.**

The Clerk presented the internal audit report and offered to answer any questions should there be any. He also said that it should be noted that the Council had not given notice to the firm of PKF Littlejohn LLP rather than the imposition of a new Auditor by the Smaller Authorities Audit Appointments body. With effect from this year the appointed auditor would be Moore Stephens.

**It was resolved** to adopt the Internal Auditors report.

1. **To agree on the New Homes Bonus Project for 2017.**

The Chairman had circulated a list of potential projects for funding under the New Homes Bonus scheme (NHB) for which £2715.00 could be applied for by Birdham. Of the eleven projects submitted **it was resolved** that funding for a commercial coffee machine would be of immense value to the community.

The Clerk asked who would be the lead Councillor on the project. Cllr Hamilton volunteered and would obtain all necessary quotes etc. in order for the Clerk to submit the application in good time.

**22-17 Correspondence – Not previously circulated: -**

1. The Clerk reported that he had received a letter from Seafarers UK seeking support by the Council to fly the Red Ensign on Merchant Navy Day the 3rd of September. The Clerk said that the Council did not possess a Red Ensign flag but if the Council were minded to acquiesce to the request a flag could be obtained for the sum of £45.71 which would need to come from the reserve. **It was resolved** that as the Council did not have a budget for the purchase of flags it could not support the request.

ii) An invitation had been received to attend the AGM of the Sussex CPRE at Shoreham-by-Sea on the 5th July.

1. A copy of the LCR had been received
2. An email had been received from a resident complaining about the vandalized goalposts.
3. An email had been received from a resident of East Wittering complaining about the condition of the steps leading to and from the slide

**23-17** **Reports**:

1. **Play Area and Playing Field**. – The Clerk reported that he had had a very successful meeting with the Head Teacher concerning the play equipment, he had then made arrangements for a further meeting to be held with children from the school to give their opinions on what new equipment should be installed.

As time was now running rather short the Clerk went on to ask for authority to place the order for the equipment without coming back to the Council. **It was resolved** to give authority for the Clerk to have autonomy in placing the order without further reference to the Parish Council.

1. **Village Green and Pond. –** There was nothing to report.
2. **Condition of Village Ditch/Drain Network.** – Cllr Bird said that WSCC had measured the ditch levels but found nothing conclusive. Jane Reeve and Sue Furlong are both prepared to assist in preparing an Op Watershed application which is to be completed by Cllr Campbell.
3. **Communication Working Groups** – There was nothing to report at this time.
4. **Community Resilience: -** Cllr Firmston said that there was to be a meeting in Hosham on the 1st July hosted by WSCC.
5. **Other –** There was nothing to report.

**24-17 Reports of meetings attended by Councillors; -** The Chairman reported that he had, along with other Parish Council Chairman, attended the A27 initiative. A decision was taken to put forward points that needed to be considered as a whole rather than to redesign the A27. Valid reasons for considering the removal of the northern route should be given as well as the reason why there is no route given to divert traffic around the City of Chichester should an emergency of some sort arise.

Cllr Firmston reported that he had attended a meeting at Bracklesham Barn where Op Watershed had been discussed plus the RSPB and the Harbour Conservancy as well as work by the MHWG.

**25-17 Items for inclusion on the next agenda:**

 To discuss the response of the Council to the Southern Gateway Master Plan.

**26-17 Date of Next Meeting:**

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

**17th July 2017 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 9:00pm

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

 Chairman

**Annex a.**

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**Annex b.**

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| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Agenda Item 6i |
|  |  |  | **Birdham Parish Council** |  |
|  |  |  |  |  |  |  |
| **Financial Statement as at 19th June 2017** |  |  |  |
|  |  |  |  |  |  | £ |
| Bank Accounts as at 1st April 2017 |  |  | 77557.83 |
| Receipts to date |  |  |  |  | 26453.12 |
| Expenditure to date |  |  |  |  | 15346.91 |
|  |  |  |  | **Balance** |  | **88664.04** |
| **Represented by;** |  |  |  |  |  |
| Current Account (Barclays Community A/c) |  | 21480.74 |
| Deposit Account (Barclays Premium Business A/c) |  | 60280.18 |
| National Savings |  |  |  |  | 6903.12 |
|  |  |  |  | **Total** |  | **88664.04** |
| **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** |  | **30939.27** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Signed** | David J Siggs |  |  |  |
|  | **Clerk & RFO to the Council** |  |  |  |  |
|  | **15th May 2017** |  |  |  |  |
|  |  |  |  |  |  |  |
| **Payments to be considered** |  |  |  |  |
|  |  |  |  |  |  |  |
| B Geary (Litter Picking) |  |  |  | 70.00 |
| Clerks Expenses (Telephone, postage & print) |  | 34.99 |
| M H Kennedy & Son (Grass cutting) |  |  | 466.80 |
| A Dover (Grass/bus shelters) |  |  |  | 110.00 |
| E O'Flanagan (Internal Audit) |  |  |  | 153.00 |
| Access by Design Websites (Domain Registration) |  | 24.00 |
|  |  |  |  | **Total** |  | **858.79** |