**Birdham Parish Council**

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

**held on Monday 16th October 2017**

**at 7pm in Birdham Village Hall**

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

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

**In attendance**: The Clerk, Cllr Montyn (WSCC) and 9 members of the public.

Prior to the start of the meeting the Chairman said that whilst he had sent an email suggesting that he would stand down as Chairman at this meeting he had been persuaded that he should not do so. However, he made it clear that he would not seek re-election for Chairman at the May 2018 Meeting.

**50-17 Declaration of Interests:**

The Clerk declared a personal interest in Agenda item number 4.1. He is a Board Director of Greyfriars Housing Association to whom agents of the development have contacted with a view to accepting some, or all, of the Social Housing element of the proposed development.

**51-17 Approve and sign the minutes of the 18th September 2017:**

**It was resolved** to adopt the minutes of the 18th September as a true and accurate record of the meeting.

**52-17 Public Question time in accordance with Standing Orders 1d -1l:**

A resident asked why the minutes suggested that the youth of the village had been accused of vandalising the goal mouths.

It was pointed out by the Chairman that no-one individual or group had ever been accused of vandalising the goal mouths at any time, either verbally or recorded in the minutes.

The same resident then asked where the coffee machine, yet to be purchased using the NHB funding, would be installed.

The machine was due to be situated in the new Church Community Annex, when completed, for the benefit of all users of the Annex and local residents. This item was chosen by Councillors at an open meeting of the Council from a list of potential projects/uses to which the funding could be used.

The same resident then thanked the Council for the new items on the extended play park which the children were already enjoying.

**53-17 Planning matters including applications and CDC delegated decisions:**

1. Rowan Nursery Application BI/17/00316/FUL (pending)

Birdham Parish Council having previously considered requests to discuss Planning application number B1/17/00316/FUL makes the following observations and recommendation.

1. Rowan Site is specified within Policy 12 of the Birdham Neighbourhood Plan (BNHP), which was properly formulated by an inspector and approved via referendum
2. Policy 13 of BNHP includes provision for amending the Settlement Policy Area.
3. Falls away because the BNHP defines a windfall site as 5 or less and not included in the BNHP.
4. The BNHP makes provision for 79 dwellings against an indicative requirement of 50.

It is proposed that for the reasons stated above BPC will take no further action. The proposal was duly **proposed, seconded and resolved.**

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

BI/17/02588/FUL - Allman Property Partnership Martins Barn Birdham Road Birdham

Provision of 3 no. car parking spaces.

There was **No Objection** to this application.

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

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

BI/17/01382/FUL Mr Paul Hughes Plot 12 Land To The Rear Of Premier Business Park

Retrospective application for single pitch for gypsy occupation comprising touring caravan, hardstanding and provision of static mobile home. **REFUSE.**

BI/17/01384/FUL Mr Kevin Smith Plot 14 Land To The Rear Of Premier Business Park Retrospective application for single pitch for gypsy occupation comprising touring caravan, hardstanding and provision of static mobile home. **REFUSE**

BI/17/02367/DOM Mr M Bayfield Pipkins Crooked Lane Birdham

Timber double garage. **PERMIT**

BI/17/01105/ELD Mr P Knappett Kellys Farm Bell Lane Birdham

Occupation of dwelling in breach of agricultural occupancy condition. **REFUSE**

BI/17/01383/FUL Miss Cindy Hughes Plot 13 Land To The Rear Of Premier Business Park

Retrospective application for single pitch for gypsy occupation comprising touring caravan, hardstanding and provision of static mobile home. **REFUSE**

**54-17 Clerks’ Report:**

1. **WSCC** – The Clerk reported on the letter to Highways England (HE) from the Leader of WSCC concerning the A27. A copy of the letter may be found on the Parish Councils website at <http://birdham.org.uk/?p=2754&preview=true>.

In addition the Clerk reported that he had received advanced notification from WSCC Highways that the junction of Crooked Lane to St James Church would be closed to traffic from a proposed start date of the 26th March 2018 to a proposed completion of the 20th April 2018.

1. **CDC** – There was nothing to report.
2. **Reports from Members of WSCC/CDC –** Cllr Montyn (WSCC) reported that the Full Council had met during the week to discuss the County Plan which would be valid for the next four years. It would also have a direct impact on the financial plans which would be discussed by the Finance Committee.

In apologising for his absence Cllr Barrett (CDC) had submitted a written report that can be found at Annex a. to these minutes.

Cllr Hamilton (CDC & BPC) reported that at the last full Cabinet Meeting dog fouling and litter in general was the subject of much debate. With effect from November a trial involving officers from East Hants will be patrolling and those guilty of littering or allowing their animals to foul without cleaning after them will be heavily fined on the spot.

A question was asked about the number of bins and did we have enough bins.

The Clerk reported that the Council had four general litter bins and two dog bins.

Cllr Hamilton went on to say that dog waste may now be put into general litter bins and that no more dog waste bins would be installed.

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

**55-17 Finance and Corporate:**

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

The Clerk presented the financial report up to and including the 16th October 2017 shown at Annex b. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank | £ 77557.83 |
| Designated Funds | £ 29654.17 |
| Ring Fenced Funds | £ 14123.00 |
| Available Funds | £ 22438.50 |
| Creditors | £ 14934.66 |

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

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

1. To determine a request by the Monthly Tea Party organisers to install a bench on the playing field.

The Clerk reported that he had received a request from the Organisers of the Tea Party to install a bench on the playing field either within the play area or adjacent to it. He said that in principle there should be no problem with acquiescing to the request providing that the bench was properly secured.

It was duly proposed and **resolved** that the installation of a bench should be permitted provided that proper anchoring methods were employed.

1. To accept the Agreement relating to the NHB award and appoint the Clerk as the signatory.

The Clerk outlined the basis of the award and asked Council for authority to proceed in signing the conditions of the award.

It was proposed and **resolved** that authority be granted to the Clerk to sign the conditions and contract for the NHB award.

**56-17 Correspondence – Not previously circulated: -**

There was no correspondence that had not already been circulated.

**57-17** **Reports**:

1. **Play Area and Playing Field**. – The Clerk said that he was still exploring avenues of additional funding in order to provide a larger slide but, as far as the award under the NHB scheme was concerned the equipment had been installed on time.

When asked when the fencing would be completed the Clerk said that currently it was not possible to give a definitive date.

Cllr Wells said that he would take photographs of the new equipment both for use by the Chichester Observer and the Parish Magazine.

1. **Village Green and Pond. –** The Chairman said that he would like toresurrect the various attempts at negotiating with Church Field Ltd on acquiring some of their land to enlarge the Village Pond. If successful this in turn would help drain the village.
2. **Condition of Village Ditch/Drain Network.** – Cllr Bird said that WSCC are talking about Op Watershed and general drainage problems within the village but, specifically the culvert from Crooked Lane leading to Church Lane and the ditch running down Court Barn Lane.

There are some aspects of the drainage system which could be resolved by Stirlands the Builders as they do own a number of the areas affected. It is hoped to speak to them shortly to see how they can help. In the same vein the Pick Farming Group could possibly help in terms of heights and gradients.

1. **Communication Working Groups.** – It is planned to get a newsletter printed and published before the end of the year. Subjects will be provided by Cllr Richardson.
2. **Community Resilience. –** There was nothing to report.
3. **Health and Wellbeing. –** The subject was deferred until the November meeting.

**58-17 Reports of meetings attended by Councillors; -**

Cllr Hamilton said that she had attended the Peninsula Forum during which Selsey Town Council outlined their method of handling the subject of Health and Wellbeing.

One such method was to use a programme called ‘Good Morning Selsey’ which is basically a telephone tree ringing around and just speaking to people for a few minutes.

She went on to recommend that the paper put out by Liz Leggo was re-circulated.

The Chairman reported that he too had attended the Peninsula Forum and in addition he had attended the Chairman’s meeting of SSALC during which CI Birkinshaw had spoken about the great changes that had taken place within the Local Police Service and specifically the PCSO role. Cllr Lindsay Frost had spoken about the simplification of the Neighbourhood Plan Rules.

Cllr Richardson and Churchill had both attended the last meeting of the Village Hall Trustees.

**59-17 Items for inclusion on the next agenda:**

Health and Wellbeing

**60-17 Date of Next Meeting:**

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

**20th November 2017 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 8.33pm

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

Chairman

**Annex a.**

**Council Matters Arising during current period – October 2017**

**Member’s Bulletin**

I hope this has been useful and if you have any issues arising from it please let me or Elizabeth know.

**Youth Club**

Work is making good progress.

**Birdham Road Travellers Site**

No further updates at present.

**A27**

Following recent meetings and a Full Council meeting the way forward which is supported by CDC, WSCC and the MP is to wait until RIS2 programme to give time for the community to address the matter.

**Cabinet**

**Public Spaces Protection Order – Dog Control**

One issue that needs to be drawn to the attention of local resident is that dog waste bins have been removed as the waste can now be deposited in the normal litter bins. The plan is CDC will be refreshing/modernising the signage in use on the bins.

**Old House at Home**

The pub closed on 27 September and will not be re-opened for at least another 2 weeks. Issues relating to the premises are being addressed by CDC Licensing.

**MPP**

The MPP appreciated your financial support last year and is now looking for continued support for the next Financial Year.

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| --- | --- | --- | --- |
| **Parish** | **Dwellings** |  | **Contribution** |
|  |  |  |  |
| Apuldram | 77 |  | £46.20 |
| Birdham | 730 |  | £438.00 |
| Donnington | 940 |  | £564.00 |
| Earnley | 214 |  | £128.40 |
| East Wittering | 2461 |  | £1,476.60 |
| Hunston | 566 |  | £339.60 |
| North Mundham | 569 |  | £341.40 |
| Selsey | 5308 |  | £3,184.80 |
| Sidlesham | 541 |  | £324.60 |
| West Itchenor | 202 |  | £121.20 |
| West Wittering | 1790 |  | £1,074.00 |
|  | 13398 |  | £8,038.80 |
| Proposed Precept | £0.60 | per household | |
|  |  |  | |
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|  |  |  |  |  | **Annex b.** | |
|  |  |  | **Birdham Parish Council** | | |  |
|  |  |  |  |  |  |  |
| **Financial Statement as at 16th October 2017** | | | |  |  |  |
|  |  |  |  |  |  | £ |
| Bank Accounts as at 1st April 2017 | | |  |  |  | 77557.83 |
| Receipts to date | |  |  |  |  | 49381.12 |
| Expenditure to date | |  |  |  |  | 45752.62 |
|  |  |  |  | **Balance** |  | **81186.33** |
| **Represented by;** | |  |  |  |  |  |
| Current Account (Barclays Community A/c) | | | |  |  | 34003.03 |
| Deposit Account (Barclays Premium Business A/c) | | | | |  | 40280.18 |
| National Savings | |  |  |  |  | 6903.12 |
|  |  |  |  | **Total** |  | **81186.33** |
| **Less** |  |  |  |  |  |  |
| Reserve @ 50% of Precept | |  |  |  |  | 21063.13 |
| Loan Reserve for half year | |  |  |  |  | 8591.04 |
| Outstanding Cheque/s - | |  | 102287 |  |  | 36.00 |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **29690.17** |
| **Ringfenced Funds** | |  |  |  |  |  |
| Op Watershed | |  |  |  |  | 1622.85 |
| NHB |  |  |  |  |  | 7000.15 |
| Culvert Maintenance | |  |  |  |  | 2500.00 |
| Catchment pond improvement fund | | |  |  |  | 3000.00 |
|  |  |  |  | **Total** |  | **14123.00** |
|  |  |  |  |  |  |  |
| **Available Funds** | |  |  | **Total** |  | **22438.50** |
|  |  |  |  |  |  |  |
| **Signed** | David J Siggs | | |  |  |  |
|  | **Clerk to the Council** | |  |  |  |  |
|  | **16th October 2017** | |  |  |  |  |
|  |  |  |  |  |  |  |
| **Payments to be considered** | | |  |  |  |  |
|  |  |  |  |  |  |  |
| B Geary (Litter Picking) | |  |  |  |  | 70.00 |
| Clerks Expenses (Telephone, postage and wreath) | | | | |  | 93.79 |
| Playdale Play Equipment | |  |  |  |  | 13088.81 |
| A Dover (Grass/bus shelters) | | |  |  |  | 190.00 |
| SSE (street lighting) | |  |  |  |  | 202.66 |
| AMS (Goal posts & mouths) | | |  |  |  | 750.00 |
| Access by Design (security certification) | | | |  |  | 306.00 |
| M H Kennedy & Son Ltd (Grass Mowing) | | | |  |  | 233.40 |
|  |  |  |  | **Total** |  | **14934.66** |