**Birdham Parish Council**

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

**held on Monday 11th December 2017**

**at 7pm in Birdham Village Hall**

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

**Apologies**: Cllrs Wells.

**In attendance**: The Clerk, Cllr Montyn (WSCC) and 3 members of the public.

**72-17 Declaration of Interests:**

There were none

**73-17 Approve and sign the minutes of the 20th November 2017:**

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

**74-17 Public Question time in accordance with Standing Orders 1d -1l:**

There were none.

**75-17 Planning matters including applications and CDC delegated decisions:**

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

There were no applications to be discussed

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

There were no delegated decisions to be noted.

**76-17 Clerks’ Report:**

1. **WSCC** – There was nothing to report.
2. **CDC** – The Clerk reported that it was now possible to listen to public facing committee audio recordings including Council, Cabinet and Planning Committee meetings.
3. **Reports from Members of WSCC/CDC –**

Cllr Montyn (WSCC) reported that he had attended a meeting of the Harbour Conservancy concerning the planning that could be carried out within the AONB. It was felt that the AONB should be afforded the same level of protection as that afforded to the National Parks. It had been a widely attended meeting with members from CDC and Havant together with our MP.

Cllr Hamilton said that at the last Cabinet meeting of CDC it was decided that a meeting to discuss the Chichester Roads Deal would be held in the New Year. In the meantime a decision had been taken to give no Council Tax discounts for owners of second homes. The car park charging machines would be updated to accommodate solar power and to accept credit cards.

1. **Other related matters –** Cllr Campbell had produced a draft of the Rule 6 Statement on behalf of the Parish Council to be submitted to the Planning Inspectorate who would be dealing with the Kelly Nursery Appeal. In general it was felt that this was a good statement but a couple of additional points concerning the employment situation should be added.

The Clerk asked that if amendments were to be made then they should be made and included by mid-morning of the 15th December at the very latest. This was agreed. It was further **resolved** that the statement should be submitted to the Inspectorate by mid-day of the 15th December.

**77-17 Finance and Corporate:**

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

The Clerk presented the financial report up to and including the 7th December 2017 shown at Annex a. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank | £ 77557.83 |
| Designated Funds | £ 29654.17 |
| Ring Fenced Funds | £ 23123.00 |
| Available Funds | £ 5643.51 |
| Creditors | £ 5565.19 |

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

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

1. **To agree on the 2018/19 budget.**

The Chairman presented the budget for the 2018/19 Council Year saying that considerable work had gone into trying to keep down the costs but at the same time allow sufficient funding for such items as grass cutting and flood prevention to be carried out. Some items had gone up which were outside the control of the Parish Council. The Council members had discussed at some length the items in the budget to determine if they could be put off or alternatives found at a lower cost albeit without success. The Council was no longer in receipt of Housing Grant which did impact on the net budget.

With all work done it was proposed that a budget of £47906.00 should be agreed, this would mean that a Band D property would see an increase in their community charge by £0.03 per week/£1.36 per year or 2.33%.

It was **resolved** that a budget of £47906.00 should be set for the 2018/19 Council Year.

**iii) To set the Precept for 2018/19 and authorise the Clerk to transmit the result to CDC Finance.**

It was **resolved** that the Clerk be authorised to submit a Precept Request of £47906.00 to Chichester District Council.

**78-17 Correspondence – Not previously circulated: -**

A letter had been received from the Sussex Legal Services requesting an annual donation of £200 per year for the next three years. It was considered that it was not in the interests of the budget of the Council to accede to this request and that the Clerk should write to Sussex Legal Services advising the service of the Councils decision.

The Clerk reported that he had received copies of all statements now made to the Planning Inspectorate concerning the Kelly Nursery Appeal.

The copies of CPRE Countryside Voice and Field Work had also been received and passed to Cllr Firmston.

**79-17** **Reports**:

1. **Play Area and Playing Field**. – The Clerk reported that he had received permission from CDC to allocate some of the S106 monies on a new slide for the play park. Accordingly he has placed the order for the slide which would now be installed in the early part of January followed closely by the completion of the fencing.
2. **Village Green and Pond and Condition of Village Ditch/Drain Network.** – Cllr Bird said that a meeting had been held with WSCC and rather than speak about a small part of the system it would appear that they, WSCC, are keen to take on a large part of the work that will be involved. However, they did make it plain that it would be incumbent on the Parish Council to hold talks with residents in the areas that required work in order to obtain their support for any such work to be carried out. Also the requesting of quotes for work would be the responsibility of the Parish Council and the subsequent Op Watershed applications.

It was considered that it would be sensible to obtain some technical help from WSCC in the early stages especially in order to produce a set of specifications for quotation purposes.

The Chairman said that in the light of Cllr Birds absence on business for the early part of the New Year it would make sense if he became the Lead Councillor. This was thought to be very useful and agreed.

1. **Communication Working Groups.** – The Chairman said that a winter Parish Newsletter had just been printed and delivered.
2. **Community Resilience. –** There was nothing to report at this time.

**80-17 Reports of meetings attended by Councillors; -**

Cllr Firmston had attended the Peninsula Forum meeting at which the Chichester Southern Gateway was discussed. The project is likely to be carried out over a twenty year period and is likely to include the Vision for Chichester to calm the City and to free traffic congestion. During the project life it is expected to produce some 365 new homes.

The project will encompass the bus company offices and garages, the law courts and the old High School buildings. It is not yet clear how the project would, or even could, improve access to the Peninsula.

A discussion took place around the creation of Dementia Friendly Parishes and how to achieve this.

Training sessions are available for Community Resilience.

There is a National Risk Register on which a Pandemic Flue incidence tops the list.

Power outages can be registered by dialling 105.

Cllr Churchill said that he had attended a cross party working group meeting concerning land values and taxation.

**81-17 Items for inclusion on the next agenda:**

The provision of goal posts.

Dementia friendly planning.

**82-17 Date of Next Meeting:**

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

**15th January 2018 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 8.25pm

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

Chairman

**Annex a.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Agenda Item 6i | |
|  |  |  | **Birdham Parish Council** | | |  |
|  |  |  |  |  |  |  |
| **Financial Statement as at 7th December 2017** | | | |  |  |  |
|  |  |  |  |  |  | £ |
| Bank Accounts as at 1st April 2017 | | |  |  |  | 77557.83 |
| Receipts to date | |  |  |  |  | 49388.18 |
| Expenditure to date | |  |  |  |  | 62960.14 |
|  |  |  |  | **Balance** |  | **63985.87** |
| **Represented by;** | |  |  |  |  |  |
| Current Account (Barclays Community A/c) | | | |  |  | 16795.51 |
| Deposit Account (Barclays Premium Business A/c) | | | | |  | 40287.24 |
| National Savings | |  |  |  |  | 6903.12 |
|  |  |  |  | **Total** |  | **63985.87** |
| **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 |  |  |  |  |  | 7000.15 |
| Culvert Maintenance | |  |  |  |  | 2500.00 |
| Catchment pond improvement fund | | |  |  |  | 4000.00 |
| Adams bequest (Fencing) | |  |  |  |  | 8000.00 |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **23123.00** |
|  |  |  |  |  |  |  |
| **Available Funds** | |  |  | **Total** |  | **5643.51** |
|  |  |  |  |  |  |  |
| **Signed** | David J Siggs | | |  |  |  |
|  |  |  |  |  |  |  |
|  | **Clerk to the Council** | |  |  |  |  |
|  | **7th December 2017** | |  |  |  |  |
|  |  |  |  |  |  |  |
| **Payments to be considered** | | |  |  |  |  |
|  |  |  |  |  |  |  |
| B Geary (Litter Picking) | |  |  |  |  | 70.00 |
| Clerks Expenses (Telephone) | | |  |  |  | 168.19 |
| Creative Play UK Ltd (Slide etc) | | |  |  |  | 5100.00 |
| A Dover (Village Green & Bus shelters) | | | |  |  | 227.00 |
|  |  |  |  | **Total** |  | **5565.19** |
|  |  |  |  |  |  |  |