**Birdham Parish Council**

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

 **held on Monday 15th January 2018**

**at 7pm in Birdham Village Hall**

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

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

**In attendance**: The Clerk, Cllr Montyn (WSCC) and 6 members of the public.

**83-17 Declaration of Interests:**

 There were none

**84-17 Approve and sign the minutes of the 11th December 2017:**

**It was resolved** to adopt the minutes of the 11th December 2017 as a true and accurate record of the meeting.

**85-17 Public Question time in accordance with Standing Orders 1d -1l:**

A resident raised the subject of hedge and ditch cutting and clearing around the playing field but as the subject was due to be reported upon at agenda item 8i) the question was considered moot.

**86-17 Planning matters including applications and CDC delegated decisions:**

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

BI/17/03107/ELD - Mr Paul Knappett Kellys Farm  Bell Lane Birdham

Application for certificate of lawfulness for activity in breach of conditions 3, 4, 7, 8 and 12 of BI/00/02896/OUT.

As the Parish Council has no method by which they could determine the accuracy of the statements made concerning the occupancy of the building, or the areas of the development that breaches the original planning permission granted, Birdham Parish Council refers this application back to the CDC for determination by the Planning Solicitor.

BI/17/03346/PLD - Mr Dawson Parker Birdham C of E Primary School Crooked Lane Birdham

Proposed lawful development certificate for the extension of existing play area by 10m to create a new playground area consisting of artificial grass and play equipment.

Birdham Parish Council raises **No Objection** to this application but requests that environmental conditions are imposed including the use of water permeable artificial grass.

BI/17/03550/DOM - Mr Victor Crew Crows Nest The Causeway Birdham Chichester

Proposed flue on south side front elevation.

Birdham Parish Council **objects** to this application in that the positioning of the flue on the southern side would be a rather ugly intrusion into the recently refurbished group of cottages.

BI/17/03700/DOM – Mrs C Sercombe Clear Water, 3 St James Close, Birdham,

Replacement front entrance; replace west first floor window with French door balcony; extend utility area at rear entrance; replacement conservatory and north dormer; proposed south dormer.

The Parish Council raises **no objection** to this application.

BI/17/03701/DOM - Mrs C Sercombe Clear Water, 3 St James Close, Birdham

First floor extension above garage; New front entrance; Extend utility room at rear;

Replacement conservatory; Replacement north dormer and new south dormer; Replace first floor west window with French door balcony.

The 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/17/02588/FUL Allman Property Partnership Martins Barn Birdham Road Birdham Provision of 3 no. car parking spaces. **PERMIT**

BI/17/03179/FUL Georgia Frith Houseboat Bag End Chichester Marina Birdham Replacement houseboat. **PERMIT**

BI/17/02939/FUL Birdham Pool Ltd Birdham Pool The Causeway Birdham

Retrospective log cabin (retrospective). **PERMIT**

BI/17/03016/DOM Mr D. Chamberlain Skylarks  Pescotts Close Birdham

Garage extension. **PERMIT**

BI/17/03146/DOM Mr & Mrs Wheeler Hammonds Farm Westlands Lane Birdham Replacement garden shed, extension to existing garage, proposed garden/field store, and a dormer window. **PERMIT**

BI/17/03147/LBC Mr & Mrs Wheeler Hammonds Farm Westlands Lane Birdham Replacement garden shed, extension to existing garage, proposed garden/field store, and a dormer window. **PERMIT**

**87-17 Clerks’ Report:**

1. **WSCC** – There was nothing to report.
2. **CDC** – There was nothing to report.
3. **Reports from Members of WSCC/CDC –** Cllr Montyn (WSCC) reported that subject to the Heads of Terms being agreed a company of consultants was appointed just prior to the Christmas holiday to take on the subject of the A27. As such a meeting will be held on the 24th January 2018 to talk through the current situation and the way forward.

Cllr Hamilton in her role as Chairman of the CDC reported that whilst the refusal of China to accept any more materials for recycling it made little or no impact on the Chichester District as nothing from the Chichester District had been going to China and had been recycled within the UK.

A new manager for the Novium Museum had been appointed who is from Chichester and had previously been employed by the V & A in London.

CDC would be making a grant of £200.00 to those organisations prepared to arrange a function celebrating the Armistice of 1918.

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

**88-17 Finance and Corporate:**

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

The Clerk presented the financial report up to and including the 9th January 2018 shown at Annex a. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank as at 1st April 2017 | £ 77557.83 |
| Designated Funds | £ 29654.17 |
| Ring Fenced Funds | £ 23123.00 |
| Available Funds | £ 4199.38 |
| Creditors |  £ 541.12 |

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

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

1. **To consider the funding and provision of Goal Posts.**

Since the removal of the damaged goal posts several ideas had been put forward from starting a football team within Birdham or to just have one goal mouth installed. Although this had been spoken about no real ideas had come forward as to how this might be taken forward and who would run it.

The Chairman spoke about the problems associated with playing any form of team games as there are no changing room facilities. The more difficult problem would be getting the field drained at an approximate cost of some £70k plus to prevent the current flooding which happens with any heavy rainfall.

It was suggested and agreed that the next newsletter would address the situation asking the residents what they wanted and how to fund it.

1. **To determine the way forward in Dementia Friendly planning.**

The Chairman suggested that as a small Parish Council there was little that the Parish Council could actually do in real terms. However, he suggested that a Councillor who attended the Tea Party events may like to speak to people attending to seek out ideas. The Vice Chairman said that she would see what any response might be and report back to the Parish Council.

**89-17 Correspondence – Not previously circulated: -**

The Clerk reported that he had received and passed on the magazine Local Councils Revue.

**90-17** **Reports**:

1. **Play Area and Playing Field**. – The Clerk reported that the new slide had been installed although there were one or two minor problems yet to be sorted out.

The previously installed equipment from another company had been found to have minor problems that had been noted and would be rectified within the next week or so.

The hedging and ditching are due to be carried out within the next week or two and certainly prior to the start of the bird nesting season.

The completion of the fencing around the whole of the Children’s Play Area was due to be completed in early February.

The Clerk also reported that the fencing at the Village Hall end of the playing field between the hall and the Scout hut was in need of repair as was the other side of the hall. Both fences were technically the property and responsibility of the Village Hall Trust but he suggested that as the bill would be under £1k it would be a good gesture if the Parish Council could get this done at the same time as the Children’s Play Area fencing. He went to request permission to carry out the work.

**It was resolved** that the Parish Council would pay for the repairs to Village Hall fencing and authorise the Clerk to order the work.

1. **Village Green and Pond and Condition of Village Ditch/Drain Network.** – The Chairman said that further talks had been held with Church Field Ltd regarding future plans that could potentially see the Village Pond being expanded and thus help the flood protection of the Village. It is hoped that a sensible plan could be put forward which could possibly be put in to the next issue of Parish newsletter.

In addition it was hoped that a meeting could be arranged with WSCC Technical Officers to facilitate a specification for work to be done throughout the village in order to obtain quotes for an Op Watershed bid.

1. **Communication Working Groups.** – A newsletter would be produced in time to support the upcoming Annual Parish Meeting.
2. **Community Resilience. –** Cllr Firmston – Lead Councillor for Resilience – said that he was in liaison with West Sussex Fire and Rescue staff to hold the initial training session covering emergencies within the Birdham Community Resilience Plan.

**91-17 Reports of meetings attended by Councillors; -**

Cllr Richardson said that he had attended a meeting of the Village Hall Trustees at which plans to redecorate the village hall were discussed along with ideas for the use of the hall and a review of hire rates. A fire inspection had been carried out. Drainage of the car park was an issue which will be dealt with in the future.

**92-17 Items for inclusion on the next agenda:**

To agree dates for the Annual Parish Meeting and the contents

**93-17 Date of Next Meeting:**

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

**19th February 2018 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 7.59pm

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

 Chairman

**Annex a.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
|  |  |  | **Birdham Parish Council** |  |  |
|  |  |  |  |  |  |  |  |
| **Financial Statement as at 9th January 2018** |  |  |  |  |
|  |  |  |  |  |  | £ |  |
| Bank Accounts as at 1st April 2017 |  |  |  | 77557.83 |  |
| Receipts to date |  |  |  |  | 49388.18 |  |
| Expenditure to date |  |  |  |  | 69428.34 |  |
|  |  |  |  | **Balance** |  | **57517.67** |  |
| **Represented by;** |  |  |  |  |  |  |
| Current Account (Barclays Community A/c) |  |  | 10327.31 |  |
| Deposit Account (Barclays Premium Business A/c) |  | 40287.24 |  |
| National Savings |  |  |  |  | 6903.12 |  |
|  |  |  |  | **Total** |  | **57517.67** |  |
| **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** |  | **4199.38** |  |
|  |  |  |  |  |  |  |  |
| **Signed** | David J Siggs |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **Clerk to the Council** |  |  |  |  |  |
|  | **9th January 2018** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Payments to be considered** |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| B Geary (Litter Picking) |  |  |  |  | 70.00 |  |
| Clerks Expenses (Telephone) |  |  |  | 37.19 |  |
| M H Kennedy & Son Ltd (Grass Cutting) |  |  | 233.40 |  |
| SSE (Street Lighting) |  |  |  |  | 200.53 |  |
|  |  |  |  | **Total** |  | **541.12** |  |
|  |  |  |  |  |  |  |  |