**Birdham Parish Council**

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

**held on Monday 19th March 2018**

**at 7pm in Birdham Village Hall**

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

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

**In attendance**: The Clerk, Cllr Montyn (WSCC) and 12 members of the public.

**105-17 Declaration of Interests:**

1. The Chairman and Cllr Campbell declared personal interests in planning application BI/18/00382/DOM as the applicant is known to them.
2. There were none.

**106-17 Approve and sign the minutes of the 19th February 2018:**

**It was resolved** to adopt the minutes of the 19th February 2018 as a true and accurate record of the meeting.

**96-17 Public Question time in accordance with Standing Orders 1d -1l:**

The Chairman had requested that this area of the agenda should be allocated to an update on the current state of play over the upgrading of the A27 and its potential impact.

The Chairman went on to explain the reason for the original Highways England budget being withdrawn. The origin of the working group – BABA27 – its members and its remit. Members have been recruited from a wide spectrum of interested parties from WSCC, CDC, the Parishes and others. Their remit has been to put forward what they require from any potential upgrade of the A27 but not to offer up a design.

Currently the BABA27 has commissioned consultants – Systra – who have introduced a questionnaire based on ideas that have been put forward. Systra have publicly stated that they wish the whole process to be open and that nothing should be excluded unless it could be clearly shown to be impractical.

The survey can be found in the Chichester Observer, on the WSCC website and from tomorrow on the Parish Councils website. The closing date for submission of the survey is the 29th March 2018.

A question was asked who had appointed the consultants. The answer was that the WSCC had been the appointees.

Who would be the final decision maker? The answer is that the Highways England (HE) in conjunction with the Secretary of State (SoS) who would then submit for final consultation by the WSCC.

**107-17 Planning matters including applications and CDC delegated decisions:**

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

BI/18/00060/FUL - Mr & Mrs I Wilson Withdean Sidlesham Lane Birdham

House and garage. Removal of Condition 3 from Planning Permission BI/49/76.

The Parish Council raised **No Objection** to this application.

BI/18/00509/PLD – Mr T Collins 33 Longmeadow Gardens, Birdham

Proposed lawful development - Single Storey Extension to Rear.

The Parish Council raised **No Objection** to this application.

BI/18/00382/DOM – Mr & Mrs Simmons Broomers Barn , Lock Lane, Birdham

Proposal for single storey rear and side extension.

The Parish Council raised **No Objection** to this application.

BI/18/00374/DOM – Mr C Bateson Timbers , Crooked Lane, Birdham

Proposed Loft Conversion

The Parish Council raised **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/18/00073/DOM Mr Clifford South 98 Crooked Lane Birdham

Construction of two storey extension to replace existing single storey extension. **PERMIT**

**108-17 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 he was concerned about the A27 situation and the problems associated with the replacement of the water main in Crooked Lane. The contractors were not leaving the roads in the condition they should and he will be working with WSCC Highways to have the whole road resurfaced on completion of the work.

Concerns have been raised by residents that roads would be closed whilst work was ongoing to which Cllr Montyn said the contractors must maintain an open road, they cannot close them.

Cllr Hamilton reported that a number of movements of personal would be taking place at the end of the month with some officers leaving and others being promoted.

The Council Tax Bill will increase by 10p/week for a Band D property.

There will be a new exhibition of board games at the Noveum Museum, entry will remain free.

A new computer system was being introduced to enable the Homeless Reduction Act to be properly implemented.

A resident asked about the situation at Birdham Farm as it would appear that more caravans have moved onto the site and further hard standing has been created. The answer is that the site has to be vacated by the 2nd August 2018 and returned to its original condition within a given period of time. Further enforcement notices have, or are, being processed.

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

**109-17 Finance and Corporate:**

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

The Clerk presented the financial report up to and including the 13th March 2018 shown at Annex a. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank as at 1st April 2017 | £ 77557.83 |
| Designated Funds | £ 21063.13 |
| Ring Fenced Funds | £ 14500.00 |
| Available Funds | £ 834.69 |
| Creditors | £ 7832.56 |

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

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

1. **To determine the date of the Annual Parish Meeting (APM).**

It was confirmed that the Annual Parish Meeting (APM) would be held on Thursday the 19th April 2018 commencing at 7:00pm in the Village Hall. Confirmation had now been received that speakers from the Police and CDC Health & Wellbeing Team would be in attendance.

1. **To note the New Homes Bonus (NHB) indicative amount and seek project suggestions from the residents.**

The Clerk reported that he had received notification that the indicative amount of £6410.00 has been allocated to the Parish under the NHB scheme. Council should now seek suggestions from residents concerning projects that this money could be put towards.

**110-17 Correspondence – Not previously circulated: -**

There were none at this time.

**111-17** **Reports**:

1. **Play Area and Playing Field**. – There was currently nothing to report.
2. **Village Green and Pond and Condition of Village Ditch/Drain Network.** – The Chairman reported that he had been in discussion with Churchfields Ltd - who are the owners of the Triangle Pond – about converting the pond to a bluebell wood using community involvement and potentially to purchase a small amount of their land to increase the size of the Village Pond. This would potentially improve the tankage of the ponds and reduce the potential for flooding throughout the Village.

There is a community programme running in Sidlesham called the Green Gym which seeks to encourage fitness by carrying out projects that produces an improvement in the local environment, which could possibly be used to achieve the aims. Jane Reeve the MHWLG manager will shortly be carrying out a flora and fauna survey to determine what could be achieved and how.

1. **Communication Working Groups.** – The Spring Newsletter is in production and should be delivered by early April.
2. **Community Resilience. –** Cllr Firmston said that he was in the process of updating the Resilience Plan and reminded everyone of the training due to take place on the 26th March in the Village Hall

**112-17 Reports of meetings attended by Councillors; -**

Cllr Firmston said that he had attended a meeting of the Peninsula Community Forum held at Bracklesham Barns where a briefing had been given by Shona Archer – CDC Enforcement Manager - on her role and that of the CDC.

Carolyn Cobbold had given a talk on the Medmerry Project.

The Chairman said that he had attended a meeting of WSCC Southern Committee at which Mr Nick Herbert MP briefed the meeting on the situation concerning the A27 at Arundel and beyond.

The WSCC Community fund was to change in its administration in that applicants would have to show that there would a certain amount of crowd funding.

**113-17 Items for inclusion on the next agenda:**

There were none.

**114-17 Date of Next Meeting:**

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

**16th April 2018 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 8.35pm

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

Chairman

**Annex a.**

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| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **Birdham Parish Council** | | |  |  |
|  |  |  |  |  |  |  |  |
| **Financial Statement as at 13th March 2018** | | | |  |  |  |  |
|  |  |  |  |  |  | £ |  |
| Bank Accounts as at 1st April 2017 | | |  |  |  | 77557.83 |  |
| Receipts to date | |  |  |  |  | 53103.66 |  |
| Expenditure to date | |  |  |  |  | 86431.11 |  |
|  |  |  |  | **Balance** |  | **44230.38** |  |
| **Represented by;** | |  |  |  |  |  |  |
| Current Account (Barclays Community A/c) | | | |  |  | 11989.70 |  |
| Deposit Account (Barclays Premium Business A/c) | | | | |  | 25305.03 |  |
| National Savings | |  |  |  |  | 6935.65 |  |
|  |  |  |  | **Total** |  | **44230.38** |  |
| **Less** |  |  |  |  |  |  |  |
| Reserve @ 50% of Precept | |  |  |  |  | 21063.13 |  |
| Loan Reserve for half year | |  |  |  |  |  |  |
| Outstanding Cheque/s - | |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **21063.13** |  |
| **Ringfenced Funds** | |  |  |  |  |  |  |
| NHB |  |  |  |  |  |  |  |
| Culvert Maintenance | |  |  |  |  | 2500.00 |  |
| Catchment pond improvement fund | | |  |  |  | 4000.00 |  |
| Adams bequest (Fencing) | |  |  |  |  | 8000.00 |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **14500.00** |  |
|  |  |  |  |  |  |  |  |
| **Available Funds** | |  |  | **Total** |  | **834.69** |  |
|  |  |  |  |  |  |  |  |
| **Signed** | David J Siggs | | |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | **Clerk to the Council** | |  |  |  |  |  |
|  | **13th March 2018** | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Payments to be considered** | | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| B Geary (Litter Picking) | |  |  |  |  | 70.00 |  |
| Clerks Expenses (Telephone) | | |  |  |  | 96.20 |  |
| Arbus Limited (Fencing) | |  |  |  |  | 6193.36 |  |
| Access by Design (Domain Management) | | | |  |  | 24.00 |  |
| AMS Contracting (Hedging & Ditching) | | | |  |  | 1449.00 |  |
|  |  |  |  | **Total** |  | **7832.56** |  |