**Birdham Parish Council**

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

 **held on Monday 16th July 2018**

**at 7pm in Birdham Village Hall**

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

**Apologies**: Cllrs Richardson, Pocock (Chairman) and Cllr Barrett (CDC)

**In attendance**: The Clerk, Cllr Montyn (WSCC), and 27 members of the public.

**28-18** In the absence of the Chairman – Cllr Pocock – on holiday Cllr Hamilton – Vice Chairman - chaired the meeting.

**29-18 Declaration of Interests:**

**30-18 Approve and sign the minutes of the 18th June 2018:**

**It was resolved** to adopt the minutes of the 18th June 2018 as a true and accurate record of the meeting.

**31-18 Public Question time from residents of Birdham in accordance with Standing Orders 1d -1l:**

A resident raised the question of the unprecedented amount of vehicles using the A286 during the hot summer to the detriment of residents. Why was it the case and what could be done to alleviate the problem for now and in the future? It did seem that the Wittering Estate was the main cause of the problem and they appeared to be doing nothing. Is there any ‘joined up thinking’ between the Councils and the Estate Management Team?

 Cllr Montyn (WSCC) said that the traffic problem during the summer months was a known problem and yes there was plenty of joined up thinking to try and resolve the issue. Attempts were being made to get digital signs installed to warn motorists of delays. It does go out on BBC radio and attempts are being made to include delays on the website. In the meantime the ‘Estate’ had reorganised the way that parking is organised ensuring that people park quickly whilst taking up the minimum room. TRO’s are being put in place in narrow roads. However, it does not seem to matter what is put in place people want to come and are prepared to sit in a queue for hours to achieve that aim.

 A resident asked if the various environmental departments are involved to measure the pollution levels.

 The Chairman said that monitoring is taking place at the Stockbridge Round-about.

 A number of residents from the canal houseboats attended the meeting to highlight the perceived problems they had been experiencing dealing with the management of the berths and renewing of berth licensing and eviction.

 Also in attendance was the marina owners finance director and the marina manager.

 A resident highlighted the situation that her family was in. They had submitted refurbishment/restoration plans of their boat in the anticipation that the company would both approve of the plans and, as they had been berth holders for twenty plus years, a new berth licence.

 This appeared not to be the case and in fact the family have now been served with eviction as the company felt that the refurbishment/restoration could not be carried out in a stipulated time frame. The refusal would remain in place. Since their own application had been rejected it appeared that others were either in the process or had received notices that their berths would not be renewed leaving a number of people with the inability to sell their homes thus making them homeless and having no opportunity of capital to start again.

 Generally it was felt that the Marina, corporately, had found a loophole to evict all berth holders in order to install new houseboats as holiday lets. The Marina management denied the accustation.

 The Chairman said that whilst the members of the Council sympathised with the berth tenants there was nothing in the Councils remit that would allow the Council to act and, suggested that the tenants contact the Housing Officer at Chichester District Council.

**32-18 Planning matters including applications and CDC delegated decisions:**

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

BI/18/01448/DOM - Hawkesbury Cottage, Alandale Road, Birdham

Demolition of Existing Extension and Erection of 1 and 1.5 Storey Extension.

The Parish Council raises an objection to this application on the grounds of Scale and Mass and design.

Scale and Mass - It is considered that the scale of the application is detrimental to the rural area in which the building is situated.

Design - The design of the extension does not complement the existing 'cottage' style of the main dwelling adding what can only be described as an industrial building appearance detracting from the main dwelling.

BI/18/01162/DOM – 33 Longmeadow Gardens Birdham

Single story rear extension (south elevation).

The Parish Council raises No Objection to this application.

BI/18/01679/DOM - Cross Trees, Burlow Close, Birdham,

Change garage into habitable accommodation with new pitched roof and replacement door

on dwelling's East Elevation.

The Parish Council raises No Objection to this application.

BI/17/03655/FUL - Whitestone Farm, Main Road, Birdham

Change of use from antiques shop and gallery with workshop, to art studio/workshop, art

education centre and gallery.

The Parish Council raises No Objection to this application.

BI/18/01444/DOM & LBC – The Red House, Lock Lane, Birdham

Change use of loft space to habitable accommodation, roof extension to include dormer and

2 no. rooflights. Replacement rear windows and doors on ground and first floors. Alterations to the outbuilding.

The Parish Council raises No Objection to this application.

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

**Delegated Decisions to be noted.**

BI/17/03107/ELD Kelly’s Farm Bell Lane Birdham

Construction and occupation of dwelling in breach of conditions 3, 4, 7, 8 and 12 of BI/00/02896/OUT and permission BI/02/00454/REM. **Split Decision**

BI/18/01101/FUL Farne House Court Barn Road Birdham

 Construction of hard surface tennis court and erection of fence of up to 2.75m high with associated landscape planting. **PERMIT**

**33-18 Clerks’ Report:**

1. **WSCC** – There was nothing to report.
2. **CDC** – The Clerk reported that he had received from CDC Principle Solicitor an enforcement notice in respect of the erection of a building without planning permission on land at Kellys Nursery, Bell Lane, Birdham.
3. **Reports from Members of WSCC/CDC –** Cllr Montyn (WSCC) reported that there was to be a review of the Designated Landscapes (National Parks and AONB’s) which will report to the Government via DEFRA in 2019.

Cllr Hamilton (CDC Chairman) said that the member’s bulletin had been circulated and that she was due to open the new affordable homes in Mundham which she felt was an exemplary example of what could be achieved by others.

1. **Other related matters –** There were none.

**34-18 Finance and Corporate:**

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

The Clerk presented the financial report up to and including the 16th July 2018 shown at Annex a. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank as at 1st April 2017 | £ 36967.81 |
| Designated Funds | £ 29654.17 |
| Ring Fenced Funds | £ 7850.00 |
| Available Funds | £ 18024.40 |
| Creditors |  £ 7532.35 |

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

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

1. **To review and decide on the projects for New Homes Bonus grants.**

The Clerk reminded the Council that any application for the New Homes Bonus (NHB) needed to be submitted by the 30th July. To date no application ideas had been put forward which left it remarkably short to obtain sufficient quotes should they be needed.

Various ideas then came forward which whilst good needed far more work to provide a viable application than time allowed.

After a circulatory debate with no decision coming forward the Clerk suggested that safety gates be provided for the play area to conform to RoSPA advice. After a further short debate **it was resolved** to authorise the Clerk to proceed with an application to fund the safety gates for the Play area.

1. **To review and decide on the application received to hold a fair during the Month of August.**

In the May meeting a request had been received for a small childrens fair to be held on the playing field in August. This was agreed subject to a cash bond being paid and suitable references obtained.

The Clerk had met with the owners of the fair and subject to references had agreed a suitable bond and daily hire rate. The references had been obtained and the Clerk now requested authority to proceed with the letting.

**It was resolved** to authorise the Clerk to proceed with the letting arrangement.

**35-18 Correspondence – Not previously circulated: -**

The Clerk reported that he had received a letter from Vodafone in response to his letter concerning the poor mobile phone coverage in the area.

He had also received an email from the St James Centre thank the Council for its grant towards the coffee machine.

**36-18** **Reports**:

1. **Play Area and Playing Field**. – The Clerk reported that the play area had been inspected by RoSPA and although there was some work to do the play area was given a clean bill of health.
2. **Village Green and Pond and Condition of Village Ditch/Drain Network.** – Work was still ongoing to resolve a number of problems including the ditch spoil being dumped onto the Triangle Pond area.

Specifications have been going out to a number of companies to quote upon under the Op Watershed scheme. No responses have yet been received.

1. **Communication Working Groups.** – Nothing to report at this point.
2. **Community Resilience. –** Cllr Firmston reported that he had now got all of the equipment on site and was hoping that everything would be logged and tagged by the 30th July.

**37-18 Reports of meetings attended by Councillors; -**

 A number of Councillors had become involved in the STOMP Project and would report back after their next meeting.

Cllr Churchill reported that he is a member of the NHS Patient and Public Voice Partners Group at NHS England. Also of the Engagement and Equalities Reference Group: Sussex & East Surrey Sustainability & Transformation Partnership. The latter comprises a number of CCGS and hospital and community trusts in the region. Both organisations have an advisory and an (increasingly apparent) scrutiny function in respect of the current NHS Sustainability & Transformation Partnership / Programme. At meetings of both of these groups the necessity has been identified of communicating with and working through parish councils in order to achieve effective public participation and voice in change and development of policy and provision within the STP.

It has been recognised that albeit likely to be incremental in form and implementation, this is a long range task. At present it is only in its embryonic stages. It anticipates the wide formal and informal development of health and care networks, oriented towards prevention rather than acute care.

**38-18 Items for inclusion on the next agenda:**

There were none.

**39-18 Date of Next Meeting:**

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

**17th September 2018 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 8.50pm

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

 Chairman

**Annex a.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | **Birdham Parish Council** |  |
|  |  |  |  |  |  |  |
| **Financial Statement as at 16th July 2018** |  |  |  |
|  |  |  |  |  |  | £ |
| Bank Accounts as at 1st April 2018 |  |  |  | 36967.81 |
| Receipts to date |  |  |  |  | 36560.70 |
| Expenditure to date |  |  |  |  | 10467.59 |
|  |  |  |  | **Balance** |  | **63060.92** |
| **Represented by;** |  |  |  |  |  |
| Current Account (Barclays Community A/c) |  |  | 30807.62 |
| Deposit Account (Barclays Premium Business A/c) |  | 25317.65 |
| National Savings |  |  |  |  | 6935.65 |
|  |  |  |  | **Total** |  | **63060.92** |
| **Less** |  |  |  |  |  |  |
| Reserve @ 50% of Precept |  |  |  |  | 21063.13 |
| Loan Reserve for half year |  |  |  |  | 8591.04 |
| Outstanding Cheque/s - |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **29654.17** |
| **Ringfenced Funds** |  |  |  |  |  |
| Op Watershed  |  |  |  |  |  |
| NHB |  |  |  |  |  |  |
| Culvert Maintenance |  |  |  |  | 2300.00 |
| Catchment pond improvement fund |  |  |  | 4000.00 |
| Adams bequest (Fencing) |  |  |  |  | 1550.00 |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **7850.00** |
|  |  |  |  |  |  |  |
| **Available Funds** |  |  | **Total** |  | **18024.40** |
|  |  |  |  |  |  |  |
| **Signed** | David J Siggs |  |  |  |
|  |  |  |  |  |  |  |
|  | **Clerk to the Council** |  |  |  |  |
|  | **18th June 2018** |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Payments to be considered** |  |  |  |  |
|  |  |  |  |  |  |  |
| B Geary (Litter Picking) |  |  |  |  | 70.00 |
| Clerks Expenses (Telephone, postage) |  |  | 38.00 |
| M H Kennedy & Son Ltd (Grass Cutting) |  |  | 414.00 |
| SSE (Street Lighting) |  |  |  |  | 341.15 |
| Chichester Tree Services |  |  |  |  | 6450.00 |
| A Dover (Grass & Bus Shelters) |  |  |  | 110.00 |
| Playsafety Ltd (playground Inspection |  |  | 109.20 |
|  |  |  |  | **Total** |  | **7532.35** |