**Birdham Parish Council**

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

 **held on Monday 18th March 2019**

**at 7pm in Birdham Village Hall**

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

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

**In attendance**: The Clerk, Cllr Montyn (WSCC), Cllr S Taylor (CDC) and 11 members of the public.

**108-18 Chairman.**

In the absence of the Chairman – Cllr Pocock, the Vice-Chairman - Cllr Hamilton took the Chair,

* 1. **Declaration of Interests:**

Cllr Glover declared a personal interest in planning application BI/19/00219/DOM - Hundred Steddles House Hundredsteddle Lane Birdham.

**110-18 Approve and sign the minutes of the 18th February 2019:**

Subject to the addition of the following amendment to minute reference 97-18 that Cllr Glover declared a pecuniary interest in planning applications,-

BI/19/00114/PNO - Hundredsteddle Farm Hundredsteddle Lane Birdham

BI/19/00431/AGR - Hundredsteddle Farm Hundredsteddle Lane Birdham

and a personal interest in planning application,-

BI/19/00219/DOM - Hundred Steddles House Hundredsteddle Lane Birdham

**It was resolved** to adopt the minutes of the 18th February 2019 as a true and accurate record of the meeting.

**111-18 Public Question time from residents of Birdham in accordance with Standing Orders 1d -1l:**

A resident thanked Cllr Richardson who had warned her of a potential break-in to her property in Crooked Lane.

 A number of people voiced their objection that Birdham Parish Council had commented on a planning application in February that was not in the Parish of Birdham. They also wished the Parish Council to re-open the application in order for them to make a representation.

 The Clerk responded for the Council saying that he and the Council were aware that the application was not in the Parish of Birdham, he had notified CDC planning of that effect but had received no response to his query. However, the Council did discuss the application, which it is entitled to do, and had made its decision. He advised that representation could be made to CDC Planning Committee who would be making the decision.

**112-18 Planning matters including appeals, applications and CDC delegated decisions:**

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

BI/19/00219/DOM - Hundred Steddles House, Hundredsteddle Lane, Birdham

Annexe to replace as permitted garage - permission 18/00895/DOM and 14/00036/DOM.

The Parish Council has previously **Objects** to this application and saw no reason to change its objection.

BI/19/00351/FUL - Birdham Fruit Farm Martins Lane Birdham

Replacement dwelling. Alterations to house design - window to utility and minor increase in projection of south balcony. Re-use of existing building to provide multipurpose store. Erection of 3 bay garage and construction of swimming pool and hot tub - Variation of Condition 2 of planning permission BI/08/04567/FUL (APP/L3185/A/09/2093508 - Multipurpose store to include residential annex to dwelling house.

The Parish Council **Objects** to this application as to raise no objections would in fact fly in the face of the decisions made previously by an Inspector at appeal.

BI/19/00444/FUL - Carthagena Farm Bell Lane Birdham

[Demolition of one building and the retention and change of use of remaining agricultural building to B1 offices/workshops, 4 no. holiday lets, 2 no. small live/work units (Class D1 medical/health, well-being centres/clinics, residential well-being/health workshops/centre).](https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PMRQKDERHI600&prevPage=inTray)

The Parish Council raise **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/18/03152/FUL - Rozelle 5 St James Close Birdham

Demolition of existing bungalow and garage. Construction of replacement dwelling. **PERMIT**

BI/18/03352/FUL - Sarnia Main Road Birdham

Development of 4 no. 3 bed dwellings. **PERMIT WITH S106**

BI/18/03359/DOM - Holly Bank Martins Lane Birdham

New low boundary wall, swimming pool, pool store as well as alterations to the appearance of an existing side extension. **PERMIT**

BI/18/02597/DOM - Hawkesbury Cottage Alandale Road Birdham

Demolition of existing extension and erection of single storey extension. **PERMIT**

BI/18/03372/DOM Mr And Mrs R Marshall The Snipe Lock Lane Birdham

Erection of a shed. **WITHDRAWN**

**113-18 Clerks’ Report:**

1. **WSCC** – The Clerk reported that he had received notification from WSCC concerning the maintenance of PROW routes within Birdham. The Clerk requested that if any maintenance was required would Councillors or Residents please let him know as soon as possible and certainly by the end of March 2019.
2. **CDC** – The Clerk has received an invitation from the Principal Planning Officer of CDC to take part in the Annual CIL Parish Workshop. The Parish Council should respond with names of those attending for either the 9th, 10th, 12th, 15th, 16, 17th or 18th April and must submit an amended IDP Proforma by the 15th May 2019.
3. **Reports from Members of WSCC/CDC – Cllr Montyn (WSCC)** spoke about the Community Charge and its breakdown across budget headings. There was to be a large increase to the Police and PCC and an increase in the Adult Social Care budget. All in all it should result in an increase of approximately 3% on a band D house. Bus subsidies would be cut but not in Birdham.

**Cllr Hamilton, speaking as Chairman of CDC**, said that the Budget for the coming year had been settled and that the Community Charge bill would increase by approximately 3.1% on a band D house. She went on to say that as there is to be an election on the 2nd May the existing Councillors and the Council would enter into a state of ‘Purdah’ until after the elections. She pointed out that the number of Councillors for CDC had been cut and that from this election there would be just one ward in the Witterings comprising of three Councillors. Previously there had been two wards and four Councillors.

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

**114-18 Finance and Corporate:**

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

The Clerk tabled the financial report up to and including the 18th March 2019 shown at Annex a. The current balances are as follows;

|  |  |
| --- | --- |
| Balances held at Bank as at 1st April 2018 | £ 36967.81 |
| Designated Funds | £ 21063.13 |
| Ring Fenced Funds | £ 63055.32 |
| Available Funds | £ 13271.79 |
| Creditors |  £ 2147.55 |
|  |  |

The Clerk presented the financial statement to Councillors and asked if there were any questions he would be pleased to answer. As there were no questions it was **resolved to adopt** the financial statement.

1. **To discuss the concept of working with other Councils to protect the Manhood Peninsula from over development.**

The subject was introduced by Cllr Glover who said that a meeting had been held at Hunston to which all Parish Councils on the Manhood Peninsula had been invited. Initially Cllr Pocock had attended the meeting and reported back to Councillors. The meeting considered that the current draft iteration of the Local Plan was both faulty and ill thought through to the detriment of the Manhood and proposed that Councils worked together to provide a thorough presentation to the Inspector when it came to deter the viability of the Local Plan. The meeting requested that parishes commit to taking part both personally and financially to determine the voracity of appointing a QC to present the Manhoods case.

In discussion Birdham Councillors considered that a planning expert would probably be better able to represent them at the hearing.

Cllr Glover proposed that Birdham Parish Council commit to the Hunston idea and that up to £2000.00 should be earmarked from the reserves on a pro rata basis. When put to the vote the proposal was resolved.

Cllr Firmston said that originally he was asked to represent Birdham together with Cllr Glover however; he felt that with the work currently being carried out by Cllr Campbell he would be a better able to represent the Parish with Cllr Glover. As Cllr Campbell was happy to do so it was agreed that this should be the team to represent Birdham.

Cllr Montyn (WSCC) said that in his opinion the infrastructure situation is insufficient to meet current needs and would certainly not meet the needs of the housing numbers proposed.

**115-18 Correspondence – Not previously circulated: -**

There was none.

**116-18** **Reports**:

1. **Play Area and Playing Field**. – The Clerk reported that there had been incursion into the recreation field by a trotting pony and a racing gig or cart. Fortunately no damage had been done but he is concerned that if happens again there could well be injuries to other users of the field, human or animal. He asked for authority to proceed with blocking up the entrance that had been used either by fencing or other means. It was so proposed and resolved that the Clerk be given authority to have fencing installed up to a maximum of £1000.00 which was to come from the reserve.

Cllr Firmston said that he was in the process of arranging for the family who donated the materials for the bridges to come and see what had been produced. He would report back when he had more detail.

Cllr Richardson said that he had teamed up with a number of residents concerning the re-introduction of goal posts on the recreation field.

1. **Village Green and Pond and Condition of Village Ditch/Drain Network.** – The Clerk reported that although the application for Op Watershed funding was successful the contractor was now unable to carry out the work prior to the growing season as specified. In addition it was decided that as there was too much water lying in the ditches it would be practically and technically to leave the work until the end of the summer or beginning of the autumn. Letters would be going out to those affected very shortly.
2. **Communication Working Group.** – Currently there is nothing to report however, a newsletter will be produced post the elections in May.
3. **Community Resilience. –** Nothing to report.

**117-18 Reports of meetings attended by Councillors; -** Cllr Firmston said that he had attended the Manhood Peninsula Forum meeting at which Southern Water and Natural England both gave presentations. Southern Water said that over a five year plan they have expected to invest some £2m in the Sidlesham treatment plant. They are looking at new ways of working to reduce the amount of nitrogen used in order reduce water pollution and to use ultraviolet treatment system on foul water.

**118-18 Items for inclusion on the next agenda:**

There were no specific suggestions.

**119-18 Date of Next Meeting:**

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

**15th April 2019 at 7pm in Birdham Village Hall**

There being no further business to discuss the meeting was declared closed at 8.45pm

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

 Chairman

**Annex a.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | Agenda Item 6i |
|  |  |  | **Birdham Parish Council** |  |
|  |  |  |  |  |  |  |
| **Financial Statement as at 18th March 2019** |  |  |  |
|  |  |  |  |  |  | £ |
| Bank Accounts as at 1st April 2018 |  |  |  | 36967.81 |
| Receipts to date |  |  |  |  | 119021.98 |
| Expenditure to date |  |  |  |  | 56452.00 |
|  |  |  |  | **Balance** |  | **99537.79** |
| **Represented by;** |  |  |  |  |  |
| Current Account (Barclays Community A/c) |  |  | 22179.28 |
| Deposit Account (Barclays Premium Business A/c) |  | 70372.56 |
| National Savings |  |  |  |  | 6985.95 |
|  |  |  |  | **Total** |  | **99537.79** |
| **Less** |  |  |  |  |  |  |
| Reserve @ 50% of Precept |  |  |  |  | 21063.13 |
| Loan Reserve for half year |  |  |  |  |  |
| Outstanding Cheque/s - |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **21063.13** |
| **Ringfenced Funds** |  |  |  |  |  |
| Op Watershed  |  |  |  |  | 28705.32 |
| NHB Play Area Gates |  |  |  |  |  |
| Culvert Maintenance |  |  |  |  | 2300.00 |
| Catchment pond improvement fund |  |  |  | 5500.00 |
| Adams bequest (Fencing) |  |  |  |  | 1550.00 |
| CIL Payments |  |  |  |  | 25000.00 |
|  |  |  |  | **Total** |  | **63055.32** |
|  |  |  |  |  |  |  |
| **Available Funds** |  |  | **Total** |  | **13271.79** |
|  |  |  |  |  |  |  |
| **Signed** | David J Siggs |  |  |  |
|  |  |  |  |  |  |  |
|  | **Clerk to the Council** |  |  |  |  |
|  | **18th March 2019** |  |  |  |  |
|  |  |  |  |  |  |  |
| **Payments to be considered** |  |  |  |  |
|  |  |  |  |  |  |  |
| B Geary (Litter Picking) |  |  |  |  | 70.00 |
| Clerks Expenses (Telephone, broadband, salary underpaid) | 453.35 |
| M H Kennedy & Son (Grass Mowing) |  |  |  | 175.20 |
| AMS ( Hedging & ditching) |  |  |  |  | 1449.00 |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total** |  | **2147.55** |