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Minutes of the of the Hybrid Parish Council Meeting
held on Wednesday 19th January 2022
at 7pm

Present:

Cllr Timothy Firmston (Chair), Cllr Graham Campbell, Cllr Laurie Pocock, Cllr Elizabeth Hamilton (Vice-Chair)

In attendance:

WSSC Pieter Montyn CDC Elizabeth Hamilton 6 members of the public

Zoom: Clerk and 2 members of the public

The Chair opened the meeting by thanking Cllr Graham Campbell and resident Mr Ken Wright for having spent much time and effort perfecting the sound system. The Chair reminded those present of current Covid rules.

The chair re-ordered the Agenda to allow for guest speakers and WSSC P Montyn to speak earlier. The minutes report the order as discussed at the meeting.

1. Apologies

Cllr Barrett.

Absent: Cllr Churchill, Cllr Glover, Cllr Bush, CDC Cllr Taylor

2. Declarations of interest

- i. There were no declarations of interest for matters on the agenda
- ii. There were no dispensation requests

3. Report from Police Community Support Officer Lukasz Kowalski.

PCSO Kowalski thanked the meeting for inviting him and said that he was visiting all his parishes – East and West Wittering, Sidlesham, Earnley, Bracklesham and Birdham. He said it was important for PCSOs to learn more about residents so that communication with the Police could be improved. However, he said that residents should not report a crime through the PCSOs but use 999 for emergency calls and 101 for non-emergency.

He reported that in the last two months Birdham had only made sixty-four calls to the police which showed that Birdham was a safe and wonderful place to live, but an increase in crime at marinas meant that the police presence in these areas was also being increased. He said that with the help and support of the residents these crimes can be reduced, as calls from residents help the police decide where they should be directing their attention.

Cllr Firmston asked how much of his time was spent in Birdham. He said that it was difficult to say on a weekly basis and that their presence was allocated to where it was most needed at a given time. He emphasized again the importance of communities reporting crime or antisocial behaviour to police.

Cllr Campbell asked what the 64 calls had related to – he felt that 64 was a lot of calls! PCSO Kowalski said it was mostly traffic related – either collisions or noise, but also the increase in crime at the marina (15 calls), domestic incidents and internet scams. He stressed that just because Birdham was a low crime area residents should not reduce security at home – keep locking cars and doors; have doorbells that work; outside lighting etc. He said that community help can actually stop

crime and not to hesitate to call if residents see something suspicious; the link between residents and police was particularly important.

The Chair thanked PCSO Kowalski for attending the meeting.

4. Update on Afghan refugees in Birdham – Revd Bruce Holben

Revd Holben thanked the Council for allowing him to address the meeting.

He said he was there to inform residents of the situation and to ask for their “goodwill.”

He was part of the “Transform” group working with Itchenor, Birdham and West Wittering helping people who need it. They work in schools, for example, and help the foodbank collection in Birdham.

In the months ahead they will be working with Afghan refugees alongside WSCC. These refugees form part of those evacuated from Afghanistan about 4 months ago. He said that most are traumatised and have left their entire lives behind. They have spent 3 months in quarantine hotels and are currently in transit hotels, whilst WSCC works to find accommodation for them. Day trips out to the parishes would be organised just to give them a chance to leave the hotel, get some fresh air, see happy smiling faces and discover their new homeland. There would be one minibus at a time, and probably four visits a month through the summer. WSCC is trying to resettle families – usually one family per parish. If each parish took one family that would be significant.

WSCC is looking for rental accommodation and rent is paid at NHA rates (which is about 20% below market rates). They are looking for a minimum 3 – 5 year period and if possible 3 – 4 bedroom properties as families have left often with children and grand-parents. If anyone knows of any available accommodation, please let him know. Once the accommodation has been found they will be hoping for donations of good but unwanted furniture from local residents. They are also looking for volunteers to help them settle in. These families need help to integrate and to help them contribute to the new society they find themselves in, learning about schools, clubs etc. They are very keen cricketers and would love to play cricket. They need to see how welcome they are to their new country.

He reminded the meeting that these people are highly educated and worked to help keep British forces safe in Afghanistan, often at great personal risk to themselves and their families.

WSCC is trying to keep their identities and locations private as much to safeguard them as those members of their families who have been left behind and are open to reprisal by the Taliban.

PCSO Kowalski said that in relation to that, it was important that these families knew the fastest way to contact the police. He will be in touch with Revd Holben.

Anyone wishing to volunteer should contact Revd Holben either through the Church or contact the Parish Clerk.

The Chair thanked Revd Holben for speaking to the meeting.

5. To receive a report from WSCC member for Birdham Cllr Montyn (this item was discussed after Item

- i. Cllr Montyn reported that, as BPC already knew, two other local parishes did not vote to support the Birdham TRO application. He has suggested that Cllr Campbell contact the Highways Officer for TROs and go through the list with him to see that the application fits all the policies.
- ii. Cllr Montyn had forwarded the Members’ bulletin to the Clerk and there were interesting notes about cyber security and the EV charging point roll-out in West Sussex where the cost would be borne by the contractor.

Cllr Firmston said that the Clerk would be attending the briefing on this subject. It was pointed out that there would also be EV charging points at the petrol station.

Cllr Firmston had been contacted by a resident who had asked whether the spoil from the clearing of the pavement next to the A286 near the recreation ground would be removed. It had just been left on the side and could fall into the ditch. Similarly, the spoil from the cycle way had been left under the hedge. Cllr Montyn said that this was to be dealt with.

Cllr Firmston also reported to Cllr Montyn that WSCC had drawn up the project to implement the hard standing (2m x 5m) for the new bus shelter at Bell Lane and that this would be paid

for by WSCC (including the kerbing required) and the Parish Council would pay for the new bus shelter.

6. Minutes – to agree and sign the minutes of 17th November 202 meeting

The minutes were proposed by Cllr Pocock, seconded by Cllr Hamilton and with the following amendment, were unanimously **AGREED** to be a true and accurate record and were duly signed by the Chair. Amendment: Item 6 Cllr Hamilton section ii: Removal of lines 4,5 and 6 as not relevant.

7. Public Question Time from residents of Birdham in accordance with Standing orders 1d – 11

A resident asked the Parish Council what was being planned to celebrate the Queen's Platinum Jubilee. He said that it needed to be planned now and that the Parish could not let it go by without doing anything. He said that residents of Church Lane would be holding a Street Party. He also said that the potholes in Church Lane were beyond a joke, and he wanted to bring them to the attn of Cllr Montyn

8. To receive reports from CDC members for Birdham

Cllr G Barrett had circulated the Members' bulletin to all councils

Cllr E Hamilton

Cllr Hamilton reported that the first full council meeting at CDC would take place next Tuesday where the Diversity Policy would be discussed.

Also to be discussed was the cycle route from Chichester to Emsworth.

In 2022 CDC would be celebrating its Year of Culture where the Theatre, the Novium Museum, the Canal Trust, New Park and many other groups would be coming together to offer the District's residents a wide and varied programme. Workshops/performances would be taken out to other towns as well.

9. Planning matters including appeals, applications and CDC delegated decisions.

- i. **Notifications of new Planning Enforcement Notices** – the clerk had circulated the enforcement notice for Morello, Cherry Lane 21/00332/CONBC. A new planning application is to be submitted.
- ii. **Notifications of Planning Appeals** – the clerk had circulated notices of appeals against enforcement for Plots 12,13,14 on land north of Premier Business Park.
- iii. **Updates on Planning Enforcements** – there were none, but Cllr Pocock asked for a formal update from CDC on the traveller situation.

Action	Cllr Hamilton
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iv. Planning applications to be decided:

Planning application number	Address	Details	Comment
BI/20/00185/FUL	Birdham Service station	Demolish existing shop, bin store, car wash, vac machine and A/W unit. Erect new shop with shopfront bollards and bin store. Additional car parking with 1 no. EVC bay and new A/W unit.	Original objection stands with the added comment that the increased shop size would mean more cars exiting and accessing the site from a 40mph highway making it extremely dangerous.
BI/21/03446/DOM	5 The Saltings, Birdham, PO20 7JA	single storey side and rear extn	No objection on condition that there are no windows in wall of the new extension facing the neighbour and that the new flat roof is only used for maintenance and emergencies.
BI/21/03332/DOM -	20 Old Common Close, Birdham, PO20 7SE	erection of single storey rear extension	The council cannot make an informed decision because the documents are inconsistent, therefore the council must object. Eg the design and access statement shows a dormer window but the corresponding elevation doesn't.
21/03007/FUL (Referred back to council as further information from agent)	Pict Fenn	Replacement of the existing single family dwelling house with attached garage and separate outbuildings etc	Original objection stands. However, if the agent wishes to contact the council with regard to the figures then it could be reviewed

v. Delegated decisions to be noted

Planning Application number	Address	Details	Decision
BI/20/02066/OUT	Koolbergen/Kelly's nurseries	Outline app for 73 homes	REFUSE
BI/21/02960/DOM	Cambridge House Bell Lane Birdham PO20 7HY	rear single storey extension	PERMIT

10. Birdham Neighbourhood Plan Review to include report from CDC Panning Committee meeting Koolbergen Nurseries BI/20/02066/OUT

- a) Cllr Campbell reported that the questionnaire has been completed and closed. There were 201 responses. They have been through all the raw data and are drawing up an analysis. All comments made will be published. Most of the remarks were positive but there were a couple of disparaging comments. Many covered the road and sewage problems, and EV charging points were mentioned. As soon as it is finished it will be circulated.
- b) We are waiting for a quote to clear the Parish Land which should be in shortly.
- c) 153 people have supported the TRO. Cllr Campbell will be contacting the suggested person at Highways to discuss this application

11. Queen's Green Canopy Planting of Trees within Birdham – update and future care of saplings

The planting of the trees has been well received. Cllr Firmston suggested that it would be a good idea to ask Jane Reeve to look at the field and make suggestions on how to encourage wildlife on the field and on the perimeter. She could also look at the best places to sow wildflower seed. Cllr Firmston also suggested that as the Council is a member of Fields in Trust that the council asks for an advisory visit on how best to organise the field to include all the different ideas.

12. Clerk's report

i) Correspondence

- The council had written to the Environment agency in Sept 21 concerning sewerage into the sea. Despite follow ups there has been no reply. The clerk will follow-up one more time.

Action	Clerk
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- The government has rejected calls to allow Parish Councils in England to hold exclusively remote meetings as has been permitted by the Welsh and Scottish parliaments.
- Chestnut Tree House has asked if the council would be willing to put their notices on the council notice boards – this was AGREED.

Action	Clerk
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- The clerk had received a thank you letter from a resident for the clearance of the vegetation on the pavement and on the cycle path
- Microsoft will be increasing their prices during 2022. This price increase will not have been allowed for in the precept.

ii) Payments for consideration

The payments were proposed by Cllr Hamilton, seconded by Cllr Cambell and unanimously **AGREED.**

iii) NHB Football goal posts.

The clerk has three quotes for the football goal posts. She is just awaiting a quote from the “handyman” to see if the spurs can be concreted into the ground in such a way as to be easily removed without damage should the ground be drained.

iv) Expenditure to date and Bank reconciliation – circulated.

The council is currently on track and should finish the year within budget. In March or April there will be the bill for the Waste facility of £4500.

13. Councillor Reports:

i. Play area and playing field

The clerk had circulated the pictures of the toddler swing sets from the three quotes. They are extremely similar and only the groundwork changes. One supplier proposes grass Lok underneath the swings and the other proposes “wetpour” tiles. The disadvantage of the tiles is that they wear out and need replacement.

One of the seats will be for less able-bodied children, with a harness, and the other will be the standard “bucket” seat.

The council unanimously **AGREED** to the swing set with the Grass Lok solution.

Action

Clerk

ii. Village green and pond/condition of Village Drain/Ditch network

On Friday 28th January at 10 o'clock the winter pond maintenance will take place.

Volunteers are welcome to join in. Coffee and cake are provided.

iii. Communication working group – For the Spring with NP review results

iv. Community resilience – no report

v. Manhood Peninsula Action Group – the group is waiting for feedback from National Highways following their consultation exercise.

14. Reports of meetings attended by Councillors No meetings attended

15. Items for inclusion on the next agenda

16. Date of next meeting the next meeting will be on Wednesday 16th February 2022 at 7pm in the village hall.

There being no further business to discuss the meeting closed at 8.55pm

Signed: _____

Tim Firmston - Chair

Date: _____

**Birdham Parish Council Payments for Consideration
Meeting January 19th 2022**

Balances on accounts:

Current account	123587.02
Deposit account	100010.27
NS account	7092.54
	230689.83

Received since last meeting

0.00

0.00

Paid since last meeting

betty geary	litter picking	70.00
I whitaker	salary	807.18
nest	pension	59.31
Applecarte distribution	leaflet drop	145.00
Covers	hazard tape	5.81
town country planning ass	membership	90.00

Arun District Council	printing survey	480.00
sse	street lighting	101.40
lake road landscaping	fence repairs recreation ground	954.00
mh kennedy	grass cutting	255.30
		2968.00

Payments for consideration

betty geary	litter picking	70.00
i whitaker	clerk's salary	807.18
nest	pension	59.31
hmrc	contributions	127.28
access by design	domain management fee (.org.uk)	24.00
sse	street lighting	113.66
adrian dover	grass cutting/bus stop clearance	50.00
pwlb	loan repayment	8591.04
g campbell	sound equipment for hall meetings	54.04
boxgrove pc	telephone	35.97
zoom	3 months	43.17
zoom	annual sub	94.44
i whitaker	council running costs	227.26
		2968.00

Birdham Parish Council Meeting 19th January 2022

Bank accounts as of 16th Jan 2022

Current Account	123587.02
Deposit Account	100010.27
National Savings	7092.54
Total	230689.83

Opening balance 1st April 2021	148950.69
add receipts in the year	126363.92
less expenditure to date	44624.78
Balance	230689.83

Less

Reserve @ 50% of Precept	27400.00
Total	27400.00

Ringfenced Funds

Op Watershed	2400.00
Culvert Ditch Maintenance	7000.00
Adams bequest (Fencing)	6500.00
CIL Payments	83990.66

NHB	15395.30
Neighbourhood Plan Grant	8137.30
Neighbourhood Plan Grant	46664.00

Total	170087.26
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Available Funds

Total	33202.57
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Signed:

*IXWhitaker - Clerk 16th
Jan 2022*

APPROVED