



Imogen Whitaker - Clerk & RFO to the Council
T: 01243 575094/E: clerk@birdhamparishcouncil.gov.uk
www.birdham.org.uk

Minutes of the of the Hybrid Parish Council Meeting
held on Wednesday 9th November 2022
at 7pm

Present: Cllr Timothy Firmston (Chairman,) Cllr Graham Campbell, Cllr Jan Devos, Cllr Catherine Salamons, Cllr Elizabeth Hamilton (vice chair) Cllr Gordon Churchill WSCC Pieter Montyn CDC Susan Taylor, CDC Elizabeth Hamilton Clerk (Zoom) and 1 member of the public (present)

1. Apologies

Cllr Glover **Absent:** Cllr Barrett Cllr Pocock

2. Declarations of interest

- i. Cllr Salamons declared an interest for planning application 22/03034 as they lived opposite the site and had previously objected.
- ii. There were no dispensation requests

3. Minutes – to agree and sign the minutes of 12th October 2022 meeting

The minutes were proposed by Cllr Devos, seconded by Cllr Campbell, and were unanimously **AGREED** to be a true and accurate record. They were duly signed by the Chairman.

4. Council thanks to Mr C Bush and approval of request to join neighbourhood Plan Review Group.

The chairman formally thanked Mr Clive Bush who had resigned from the Parish Council and whose in-depth planning knowledge had been invaluable to the council. Cllr Campbell proposed, and Cllr Hamilton seconded a formal vote of thanks. This was unanimously **AGREED**.

Cllr Churchill proposed accepting Mr Bush's request to join the Neighbourhood Plan Review Group. Seconded by Cllr Salamons and unanimously **AGREED**.

The chairman said that there was now a good mix of councillors and residents in the review group.

5. Public Question time from residents of Birdham in accordance with Standing Orders 1d – 11

There were no questions.

6. To receive a report from WSCC member for Birdham Cllr Montyn

- i. Cllr Montyn referred to the parking of ambulances at the village hall. He had asked for further information but to date had had no reply.
- ii. Cllr Montyn reported that from 3rd November there had been 158 hours of direct sewage discharge from Appledram wastewater treatment works. Tankers have been continuously operating from Pinks Lane pumping station in Birdham. A tanker has also been in use outside a private house in nearby Tawny Close. He had requested further information of Southern Water.
- iii. Cllr Montyn reminded the meeting of the Appeal hearing on 22nd November for the development in Church Lane. He said that no mention of sewerage arrangements was in the planning application. He said that Southern Water will always say that there is not a problem, but Cllr Montyn disagreed. He will argue that it is not viable.
- iv. Cllr Montyn reported that the Boundary Commission had published its current proposals on redrawing the Chichester parliamentary constituency boundary and it would be open for further consultation. He said that Midhurst, Goodwood, Easebourne and the Loxwood area

- would go to Arundel and South Downs constituency. Pagham and Bersted would join the Chichester constituency. The plans were available on the Boundary Commission website.
- v. Cllr Montyn had forwarded the “Good” Ofsted report for Birdham Primary School following their recent inspection, and he said that they should be congratulated on this result.
 - vi. The development of the West Sussex CC budget for the financial year 2023/2024 was awaiting the outcome of the Chancellor’s Statement on the 17th November.

Cllr Campbell said that West Sussex Highways had refused the CHS scheme submitted by Birdham Parish Council but that they would like to discuss further certain elements of the scheme. A request for dates to meet for a discussion had been sent to them.

Cllr Churchill said that it wasn’t so long ago that Birdham Primary School had been obliged to tender for Tesco tokens because they were so short of funds. Cllr Montyn said that WSCC distributes the central government block grant for the running costs of schools including Birdham and makes constant applications to the government for additional funding.

Cllr Hamilton said that Birdham Parish Council should write a letter of congratulations to the Head Teacher Mr Mark Adams.

Action	Clerk
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Cllr Firmston asked Cllr Montyn if he could chase up the installation of the hardstanding for the Bell Lane bus stop. Mr Sam Pitwell WSCC Highways was dealing with it, and it was supposed to have been implemented a short while back.

Action	Clerk/Cllr Montyn
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7. To receive reports from CDC members for Birdham

- i. Cllr Taylor said that Cllr Barrett had forwarded the members’ bulletin.
- ii. Cllr Taylor said that CDC were making progress with the Local Plan and that it was anticipated that the plan would be submitted to Full Council and Cabinet (reg 19) in January. She said that it would then go to consultation and all comments passed to the examiner. She said that it was not possible to guarantee dates and that it was only a year ago that Natural England had announced no further development in the north until issues with water neutrality had been resolved.
The Council does not currently have a five-year housing land supply for 670 dwellings per annum based on the housing need required by the standard methodology. Evidence shows that the housing numbers required by the standard methodology are not achievable and CDC is looking at the possibility of a lower number. She said that once Reg 19 had been reached, even though the plan was not finalised, its policies would carry some weight and strengthen as the plan progresses.

Cllr Churchill asked how, in relation to the housing supply, does the council deal with the changing restrictions and regulations? There has been a lot of upset by wildlife and conservation groups because of the proposals that would slash the current protective restrictions. Cllr Taylor said that there were proposed changes, but they hadn’t yet been passed.

Cllr Montyn said that the slides that were supposed to be attached to Cllr Barrett’s email were not attached and not available. Cllr Taylor said that these slides were not available yet to the public and that Cllr Montyn should speak directly to Diane Shepherd.

CDC Cllr Elizabeth Hamilton

8. Cllr Hamilton informed the meeting that CDC had started a new campaign dealing with the cost-of-living problems called ‘Supporting You’. They were producing leaflets to inform people, and these could be distributed as freely as possible. She suggested that the village shop could take some and the Church will be displaying in porches and in café upstairs. Bracklesham Barn and the Medical centre will also have copies.

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

- i. Notifications of new Planning Enforcement Notices – there were none received**
- ii. Notifications of Planning Appeals – one received listed below**
- iii. Updates on Planning Enforcements – No further updates**
- iv. Planning applications to be decided:**

Planning application number	Address	Details	Comment
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20/03034/OUT	Land And Buildings south side of Church Lane, Birdham	Erection of 25 no. dwellings comprising 17 open market and 8 affordable units with access, landscaping, open space and associated works (all matters reserved except for access and layout)	It was agreed that Cllrs Firmston Campbell and Devos to attend the appeal and as many members of the public as possible were encouraged to attend. The changes are to be explained to the committee. BVRA is sending out leaflets also to encourage the public to attend. It was agreed that someone from the NP committee should speak. The appeal opens at 10am
BI/22/02263/DOM	1 Bell Lane	single storey side extension	NO OBJECTION
BI/22/02580/FUL	Wheelhouse , 16 Greenacres, Birdham, West Sussex, PO20 7HL	replacement dwelling	NO OBJECTION

v. Delegated decisions to be noted

Planning Application number	Address	Details	Decision
BI/22/02192/DOM	5 The Saltings	rear and side extension single storey	PERMIT

10. Birdham Neighbourhood Plan Review report

- a) Cllr Campbell said that there was nothing to report whilst they awaited the updated housing numbers.
- b) The company writing the Design code is making alterations and the draft should be ready for the end of November.

11. Grants and Funding – current funding position

The clerk presented the current worksheet for grants and funding. The playground installation is now completed. Clerk to forward updated document.

Action	Clerk
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12. Clerk's report

- i) **Correspondence** – no correspondence received
- ii) **Model Councillor Officer Protocol – for discussion with a view to formal adoption.**

It was generally agreed that the current format of the protocol was not adapted to smaller Parish Councils. The clerk to write to Mr Bennett CDC for further information.

Action	Clerk
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- iii) **Payments for consideration** Cllr Campbell proposed and Cllr Devos seconded the payments for consideration. These were unanimously **RESOLVED**. The clerk was asked to tidy up the formatting of the payments.
- iv) **Expenditure to date – already reviewed at the Finance meeting earlier.**

13. Councillor Reports:

i. Play area and playing field

- Cllr Firmston said that the slats around the play area (which had already been repaired but were now broken again) were to be mended by Lake Road Fencing and he was awaiting an estimate (and for around the village pond too).
- The safety harness for the swing for disabled children had been broken by a group of young people at the play area. They also broke the bridge. The council deplored such action by able bodied young people thereby depriving others of their playtime. The council is to re-order the harness and give into the keeping of a parent who needs it. Other playground repairs to be undertaken by Chris Milford.
- A notice explaining who is responsible for the play area to be fixed to the fence
- Cllr Firmston said that estimates for a Pirate ship/Galleon ranged from £47K to £12K. He felt that it might be too vulnerable to damage.

- Regarding the monkey bars the recommended age was 13+. He felt that it was not appropriate to have this age group in the playground area. A schedule of competitive quotes for other playground items was being compiled.

ii. Village green and pond. The working group of 21st October had been cancelled due to the storm with another group event planned for the 12th November.

iii. Communication working group

Cllr Firmston had circulated a list of topics to be included. He hoped that it could be issued in early Spring.

(Cllr Montyn left the meeting at 8.22pm).

iv. Community resilience – no report

v. Manhood Peninsula Action Group – no report

14. Reports of meetings attended by Councillors – no report

15. Items for inclusion on the next agenda

- Creation of village sign to help create a sense of place when entering Birdham on the main road and to commemorate the King's coronation/ and fundraising for same.
- Precept 2023 – 24
- Update on the bequeathed land area

16. Date of next meeting

The next meeting will be on Wednesday December 14th 2022 at 7pm

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

Signed: _____
Tim Firmston - Chairman

Date: _____

**Birdham Parish Council Payments for Consideration
Meeting 9th November 2022**

Balances on accounts:

Current account	£119,691.65
Deposit account	£100,051.13
NS account	£ 7,093.25
	£226,836.03

Received since last meeting

£ -

Paid since last meeting

Ecosa	neighbourhood plan	£ 1,230.00
betty geary	litter picking	£ 70.00
I Whitaker	clerk's salary	£ 827.67
nest	pension	£ 60.36
Boxgrove Parish Council	SLCC sub	£ 93.00
access by design	website hosting	£ 180.00

access by design	website adjustment	£	48.00
jnr computers	domain/ms365 sub/support	£	1,498.56
g campbell	expenses/NP payment	£	392.96
sse	street lighting	£	107.53
mhkennedy and son Ltd	grass cutting	£	572.71
I Whitaker	council running costs	£	254.82
Boxgrove Parish Council	telephone services 50%	£	35.97
moore	audit	£	480.00
		£	5,851.58

Payments for consideration

betty geary	litter picking	£	70.00
I whitaker	clerk's salary	£	827.67
nest	pension	£	60.36
Chris Milford	ramp next to foot bridge and post box install	£	375.00
A Dover oct 22	grass cutting and bus stop clearance	£	95.00
A Dover 5th november	grass cutting and bus stop clearance	£	130.00
ICO	renewal	£	35.00
parish on line	subscription	£	60.00
sse	street lighting	£	98.33
		£	1,751.36

