

## Minutes for the Council Meeting held on 27<sup>th</sup> March 2014

**PRESENT:** Cllrs. Keith Martin (Chairman), Colin Field (Vice Chairman), Robert Carey, and Chris Charter.

**In attendance:** Mrs. Louise Chater (Clerk), District Cllr. Graeme Barrett, District Cllr. Peter Clementson, County Cllr. Pieter Montyn and four members of the public.

### **PUBLIC QUESTION TIME ON MATTERS ON THE AGENDA**

Clappers Lane litter problem there is a chair in hedgerow. Clerk to **CLERK** contact Community Warden Drew Allardice.

#### **17.14 APOLOGIES AND REASONS FOR ABSENCE**

Cllr. Sandy Simpson - work commitment.

#### **18.14 COUNTY COUNCILLOR'S REPORT**

County Cllr. Montyn said he was pleased to receive the parish council newsletter and considered it very good example.

Communities Issues List - after many years the County Council were making progress on the provision of a pedestrian crossing near the Lively Lady.

Wates application following the useful meeting with the Strategic Planning Officers he continued to communicate with the officers who were pushing the traffic consultants. Cllr Carey requested that the Parish Council had the opportunity to review i-transport's response before the County Council respond to the planning application.

Operation Watershed funding had been increased by a further million pounds.

Better roads scheme would be formally launched on 11<sup>th</sup> April 2014 the programme for the coming year had been prepared.

He and District Cllr. Clementson had recently had a meeting with Southern Water and the minutes would be circulated in due course. This meeting had come about because of District Cllr. Barrett's persistence. District Cllr. Barrett stated Southern Water had as yet to present a satisfactory response. He advised that since Operation Watershed the road flooding had been reduced, however, the sewage issues continued.

2010 Water Management Act - West Sussex County Council become the lead flood authority and were required to produce a Surface Water Management Plan which was being prepared for the Manhood Peninsula.

**19.14 DISTRICT COUNCILLORS' REPORT**

District Councillor Barrett reported the District Council had resolved to increase the Council tax by 5 pence per week for a band D property.

The planning application for Chaucer Drive had been deferred by the Planning Committee until Southern Water presented a plan to address the issues on the site.

District Cllrs. and County Cllr. left the meeting.

**20.14 CODE OF CONDUCT**

1. Declarations of Interest on items included on the agenda - none.
2. Dispensation requests - none.

**21.14 MINUTES**

10.14 (1) Almodington Lane was closed for half day to allow water movement was amended to read Almodington Lane was closed for half day to allow water to be pumped across the road  
14.14(5) Julia Carey amended to read Julia Bowering  
16.14 (2) 22<sup>nd</sup> May 2014 due to Police Elections amended to read 22<sup>nd</sup> May 2014 previous booking

On a proposal by Cllr. Field it was RESOLVED to agree and sign the minutes of the meeting held on 23<sup>rd</sup> January 2014; this was duly completed.

**22.14 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA**

None.

**23.14 FINANCE**

- a) Bank Balances as at today's date - £53,907.75
- b) Approval of Parish Council payments and authority to sign cheques

	Total		
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<b>Direct Debit</b>			
Anvil Mobile Ltd	20.28	dd	parish council phone - December 2013
<b>Standing Order</b>			
Mrs Louise Chater	364.51	so	salary
West Sussex County Council	103.84	so	pension contribution
<b>Cheque Payments</b>		cheque no	
Birdham Village Hall	7.50	300156	room hire
SLCC Enterprises Ltd	264.00	300157	training - Parish Clerk
East Wittering & Bracklesham Parish Council	21.00	300158	room hire
SEE Contracting Ltd	66.47	300159	street lighting
<b>Direct Debit</b>			
Anvil Mobile Ltd	21.70	dd	parish council phone - February 2014
<b>Standing Order</b>			
Mrs Louise Chater	364.51	so	salary
West Sussex County Council	103.84	so	pension contribution
<b>Cheque Payments</b>		cheque no	
SSALC Ltd	17.00	300160	LCR subscription
Mrs Louise Chater	128.34	300161	expenses
Post Office Ltd	105.20	300162	PAYE
West Wittering Cricket Club	25.00	300162	Room Hire
Staples Ltd	83.35	300162	stationery/printer cartridges
West Sussex ALC Ltd	136.68	300162	subscription 2014/15

On a proposal by Cllr. Charter, it was RESOLVED to make payment and sign the cheques including the three additional payments to West wittering Cricket Club, Staples Ltd and West Sussex ALC Ltd as listed above.

- c) Financial Reports January and February - On a proposal by Cllr. Martin it was RESOLVED to accept the financial reports for January and February 2014.
- d) Precept - the request for the precept in the sum of £12,546.00 had been submitted to Chichester District Council.

- e) Bracklesham Barn - hire fees increase - from 1<sup>st</sup> April 2014 the fees had been reviewed peak time (9am-12pm and 5pm-8pm) £7.50 per hour and off peak £7.00 per hour. The Clerk had meet with the manager of Medmerry Park who had advised they might be able to provide facilities for day time ad-hoc meeting but were unable to provide facilities for the parish council meetings. Cllr. Simpson had the contact details of the manager of Southdowns who had offered facilities the Clerk to contact to discuss further. **CLERK**
- f) Traditional Finger Post Maintenance Programme - the Clerk had contacted Adult Community Unpaid Work Scheme the work was not suitable due to the size of the team; had also contacted Youth Offending Services and awaiting call back from operations manager to ascertain if the work was suitable for them. JK Engineering had provided a quote clarification had been requested. To request a quote from Andrew Griffith. **CLERK**

#### **24.14 LOCAL PLAN CONSULTATION.**

None.

#### **25.14 ENVIRONMENTAL MATTERS**

1. Flooding in Parish - nothing further.
2. Flood Group Somerley Project - ditch inspection had taken place to investigate the ditch network and a report was awaited.  
Almodington - funding from operation watershed and Environment Agency the project costs £172,000. The project plan was being worked on and discussions were taking place with landowners.
3. Bookers Lane Flood Alleviation Scheme Almodington Lane due for completion tomorrow. Unfortunately unable to move to Bookers Lane immediately due to budget restrictions work to commence on this section in May. Environment Agency would complete their section of the channel in April. There would be an opening ceremony in the summer.
4. Drove Lane Ditches and Culverts - commitment had been received from the Environment Agency to jet the culverts.

#### **26.14 NEIGHBOURHOOD PLANNING or COMMUNITY LED PLANNING**

Following discussion on a proposal by Cllr. Charter, it was RESOLVED to work towards preparing a Community Led Plan. It was agreed the Clerk would contact the appropriate officers at Chichester District Council and West Sussex County Council. District and County Cllrs. to be advised of the decision and their support and assistance to be requested. **CLERK**

## **27.14 AFFORDABLE HOUSING**

On a proposal by Cllr. Carey, it was agreed that until the planning application for 160 properties on Clappers Lane had been resolved the Parish Council would defer any further action on affordable housing.

The key action was with Holly Nicol, Rural Housing Enabler Chichester District Council, to contact residents on housing list.

## **28.14 ANNUAL PARISH MEETING - 29<sup>th</sup> May 2014 commencing at 7pm**

1. Content of meeting - Brief the meeting on Community Led Plan
2. Speaker' - representatives from CDC or WSCC
3. Display's - Community Led Plan Information, Footpaths 2026, Flood Prevention Group
4. Refreshments - It had been confirmed that the drinks would be available via the cinema.

**CLERK**

## **29.14 REPORT ON EXTERNAL MEETINGS**

National Flood Forum - Cllr. Carey reported this was a useful meeting pushing ministers to stop reducing funding for the Environment Agency for maintenance work.

MSTAG - received statistical information during the winter, satisfied with the results of the work carried out on the Medmerry Realignment Scheme. Warden in post and was based at the RSPB Pagham Harbour Information Centre at Sidlesham. Interim leaflets had been produced to provide information on the scheme. Limited access remained in place until work on the scheme had been completed. The elected spokesman had agreed to write to Chichester District Council to object to the Clappers Lane planning application. It was noted that species were moving in more quickly than expected.

Manhood Forum - Cllr. Martin reported planning conditions had been included on a future agenda.

## **30.14 CLERK'S REPORT AND CORRESPONDENCE.**

1. Audit 31 March 2014 - the date set for audit was 9<sup>th</sup> June 2014 - the Parish Council had been selected for intermediate audit.
2. Tree Planting on Medmerry - request for dates for volunteers to assist with planting in April

**31.14 ITEMS FOR FUTURE AGENDAS**

Footpaths and the Definitive Map 2026 - to be included at the Annual Parish Assembly. Clerk to order two copies of definitive map.

**CLERK**

The meeting closed at 9.25 pm.

Signed \_\_\_\_\_ Chairman to Earnley Parish Council

Dated \_\_\_\_\_