

MINUTES OF EARNLEY PARISH COUNCIL MEETING HELD ON THURSDAY 24th
JULY 2014

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

In attendance: Mrs. Louise Chater (Clerk), District Cllr. Graeme Barrett and three members of the public.

58.14 PUBLIC QUESTION TIME ON MATTERS ON THE AGENDA

None.

59.14 APOLOGIES AND REASONS FOR ABSENCE

County Cllr. Pieter Montyn - personal.

60.14 COUNTY COUNCILLOR'S REPORT

None.

61.14 DISTRICT COUNCILLORS' REPORT

District Cllr. Barrett reported:

Empty Homes from April 2015 would attract an additional 15% council tax charge.

Following the presentation by Southern Water at the Peninsula Forum a set of questions and issues had been submitted by Cllr. Barrett, subsequently South Water had requested a meeting to discuss the issues raised.

8.25pm District Cllr Barrett left the meeting

62.14 CODE OF CONDUCT

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

63.14 MINUTES

On a proposal by Chairman, it was RESOLVED to agree and sign the minutes of the meetings held on 15th May 2014 and the extra-ordinary meeting held on 26th June 2014; this was duly completed.

64.14 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA

None.

65.14 FINANCE

- a) Bank Balances as at today's date - £56,520.96
- b) Approval of Parish Council payments and authority to sign cheques

	Total		
Direct Debit			
Anvil Mobile Ltd	18.69	dd	parish council phone - May 2014
Anvil Mobile Ltd	-0.22	dd	parish council phone - June 2014(including credit from previous month)
Standing Order			
Mrs Louise Chater	352.45	so	salary - May 2014
Mrs Louise Chater	352.65	so	salary - June 2014
West Sussex County Council	99.44	so	pension contribution - May 2014
West Sussex County Council	99.44	so	pension contribution - June 2014
Cheque Payments		cheque no	
East Wittering Parish Council	39.00	300174	refreshments - annual parish assembly
Mrs Louise Chater	214.12	300175	Expenses
SSALC Ltd	105.00	300176	Clerk's Training - Legal & Finance
Diane Malley	29.00	300177	Payroll services
Post Office Ltd	134.00	300178	PAYE
East Wittering Parish Council	73.00	300179	room hire
Staples UK Ltd	53.98	300180	printer cartridges

- c) Approval of financial Statement - On a proposal by Cllr. Field, it was RESOLVED to accept the financial statements for April, May and June 2014
- d) Audit Year Ended 31 March 2014 - report from external auditor and clerk's response - not received as yet.
- e) Bus Shelter Cleaning Contract - the Clerk confirmed that Andrew Griffith had returned the signed contract.
- f) Traditional Finger Post Maintenance - Andrew Griffith had declined to quote on this. The Clerk had written to youth

offending services response awaited. It was noted work had been carried out on the signs in Birdham. It was agreed to contact the Clerk of Birdham and the company supplying the new finger posts for the Environment Agency. **CLERK**

g) Clerk's Training - Legal & Finance Day 8th July 2014 East Grinstead and Clerks Networking Day 7th October 2014 Pulborough. On a proposal by the Chairman it was RESOLVED the Clerk attend both events.

h) Parish Council - computer and digital planning consultation. On a proposal by Cllr. Charter it was RESOLVED that the Clerk was delegated as per the Local Government Act 1972 s101 to order a new laptop at a maximum price of £400.00. **CLERK**
The current computer would be cleaned and would be used to display the planning applications.

i) Party 6 Status - Fundraising, Transport Consultant and Barrister:

On a proposal by the Chairman of the Planning Committee it was agreed that there was no need to employ a barrister for the case and Cllr. Carey would represent the Parish Council; all agreed. It was agreed that if required the Parish Council would approach the District Council for legal assistance.

Current Financial status:

Current Funds available for expenditure	£10,573.72
Outstanding Expenditure for the year	£9418.20
Current general reserves	£1425.52
Second precept payment due in September	£6273.00
General reserves	£7698.52

On a proposal by Cllr. Charter it was RESOLVED by virement £1400.00 to an assigned reserves for the cost of fighting planning appeal L31815/A/14/2219554. Any expenditure for party 6 status to be by clearly recorded by resolution and accounted for separately.

66.14 LOCAL PLAN

Chichester District Council were proposing to defend local plan as it currently stands at the Local Plan hearing which was due to commence on 30th September 2014 and was expected to last for nine days.

Under the matters and issues to be discussed at the hearing the requirement for 100 homes in East Wittering/Bracklesham justified by the evidence. Wates had submitted a representation saying the answer is "No" - the number should be 500 rather than the 100 included in the plan.

The Planning Committee had resolved that Cllr. Carey represent the Parish Council at a meeting with Chichester District Council to discuss the issue of judging a case in two courts; if the Local Plan Inspector permits the change then the case against the 160 would potential be predetermined.

67.14 ENVIRONMENTAL MATTERS

No-man's Land Almodington - the Clerk reported that following discussions with Sidlesham Parish Council with regard to Florence Pond they had stated that they had not granted permission as although they had always assumed ownership they had no legal status that they were aware of. It was agreed that we support the proposal of the Manhood Wildlife & Heritage Group to clear the area however the Parish Council were not in the position to grant them permission.

CLERK

68.14 COMMUNITY LED PLAN

Cllr. Charter reported a working party meeting was due to be held on 30th July 2014 with representatives of Chichester District Council and West Sussex County Council to establish questionnaire subject areas specifically with regard to what these organisations would find useful, discuss ways to get a full response, record and store information and the time limit of the usefulness of the information gained. Following the meeting input would be requested from the volunteers.

It was noted Birdham's Neighbourhood Plan provided some good subject areas to focus on.

69.14 EARNLEY CONCOURSE - COMMUNITY RIGHT TO BID

Subject to there being no immediate financial implication on a proposal by Cllr. Charter, it was RESOLVED to nominate the whole of Earnley Concourse including outbuildings and car parks as an asset of community value. It was agreed the Clerk and Cllr. Charter would complete and submit the nomination form.

CLERK/CC

70.14 CENTENARY OF WORLD WAR ONE

The Clerk advised that the Church were not planning on holding a

special service for the holder of the VC buried in the graveyard. However, a wreath would be laid on his grave as part of the 'Thankful Village Service'. They would be taking part in the LIGHTS OUT event on 4th August 2014 - 10-11pm to commemorate the start of World War I. Further information available on 1418now.org.uk, this information had been uploaded to the Parish Council website. It was agreed the Clerk write and advise the person who had raised the matter. **CLERK**

71.14 ANNUAL PARISH MEETING 29th May 2014

1. Review of Meeting - very good turn out and the presentations went well. Very good support from County and District Councillors
2. Review of Minutes - accurate record
3. Actions - Community Led Plan - work in progress

72.14 REPORT ON EXTERNAL MEETINGS

Cllr. Simpson reported that PCSO Bainbridge had returned to desk duties and the next neighbourhood management panel was due to meeting on 5th August 2014.

MSTAG - update on scheme and presentation by PCSO McQuillan. Cllr. Martin received a commitment from John Smith, Environment Agency, to inspect the culvert under Drove Lane at the Church end by the gate. The Environment Agency had provided an emergency number which is different to the number in the emergency plan. Aerial photograph of the Medmerry scheme were due to be taken in July. Cllr. Martin had highlighted the 150 bus route and had requested that this facility was promoted. Cllr. Martin had requested that post and split chestnut rail fencing be used at the culvert and service compound area.

Cllr. Carey stated the work on the bridge in Bookers Lane had been completed, West Sussex County Council were due to close the road in September to install the ford on north side of the bridge and to install a valved kerb. It had been requested that the road be regarded rather than the kerbed.

CDALC - Cllr. Field reported representatives from the other parish council had expressed concern that Sidlesham and Earnley Parish Councils were not preparing neighbourhood plans.

Cllr. Field advised he was due to attend a training course for a new speed monitor device that would record speeds and registrations of

vehicles. The police would then take action where appropriate.

73.14 CLERK'S REPORT AND CORRESPONDENCE

1. Annual Appraisal - the Clerk to complete the appraisal form and appraisal date to arranged.
2. Meeting Room Change - from September the planning and full council meeting would be held in the main hall with no additional hiring feeing to enable the letting of the community room.
3. Legal & Finance Day - briefing note on circulation.
4. Newsletter - the Newsletter was ready for distribution as soon as possible.

74.14 ITEMS FOR FUTURE AGENDAS

None.

The meeting closed at 9.35pm

Signed _____ Chairman to Earnley Parish Council

Dated _____