

EARNLEY PARISH COUNCIL

MINUTES OF EARNLEY PARISH COUNCIL MEETING HELD ON THURSDAY 26th NOVEMBER 2015

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

In attendance: Mrs Louise Chater (Clerk), County Cllr. Peter Montyn, PCSO Rose Bainbridge and four members of the public.

87.15 PUBLIC QUESTION TIME ON MATTERS ON THE AGENDA

PCSO Bainbridge - reported that she had contacted Barfoots of Botley who had stated that they would speak to the drivers. The company confirmed that every tractor had an identification number in addition to the number plates. Barfoots requested that they be notified of any concerns. PCSO Bainbridge confirmed she would provide the council with the contact details.

Poaching continued to be an issued. Further ordinance devises had been found. The speed gun had been deployed in area and they were looking for volunteers for a new speed watch group.

The Chairman reported that there had been an issue with fly tipping at the Drove Lane RSPB car park which the community warden had removed.

88.15 APOLOGIES AND REASONS FOR ABSENCE

None.

89.15 COUNTY COUNCILLOR'S REPORT

County Cllr. Montyn reported: - that there was working review Community Infrastructure Levey (CIL) and Section 106 requirements.

90.15 DISTRICT COUNCILLORS' REPORT

District Cllr. Barrett reported that the rates for CIL had been approved by the Planning Inspector and would be in place by February 2016.

A focus group had been set up to deal with waste water issues looking at sewage network in conjunction with the surface water management plan.

East Wittering Parish Council were drawing up plans to build a new youth facility in Downview Park with funding from the Woodger Trust.

19.40pm PCSO Bainbridge left

91.15 CODE OF CONDUCT

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

92.15 MINUTES

On a proposal by Cllr. Charter, it was RESOLVED to agree and sign the minutes of the meetings held on 24th September 2015; this was duly completed.

93.15 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA

None.

94.15 FINANCE

a) Bank Balances as at date of the meeting - £14322.28.

b) Approval of Parish Council payments and authority to sign cheques

Direct Debit			
Anvil Mobile Ltd	9.16	dd	parish council phone - September 2015
Anvil Mobile Ltd	27.47	dd	parish council phone - October 2015
Standing Order			
Louise Chater	408.06	so	salary - October 2015
West Sussex County Council	122.09	so	pension - October 2015
Direct Payment			
Mrs Louise Chater	42.27	KM: 65433821	expenses
East Wittering & Bracklesham Barn	78.00	KM: 65433821	Room Hire
North Mundham Parish Council	83.00	KM: 65433821	SLCC Subscription
Staples UK Ltd	8.78	KM: 65433821	stationery
Cheque Payment			
Sandy Simpson	25.65	300302	
Alto Card			
Information Commissioner	35.00		data protection registration
Malware Bytes	17.95		anti-malware

On a proposal by Cllr. Charter, it was RESOLVED to make payment and sign the cheques.

c) Budget Monitoring 2015/16 - no action required.

d) Approval of financial statement - on a proposal by Cllr. Carey, it was RESOLVED to accept the financial statements for September and October 2015.

e) Transparency Requirements - the clerk confirmed that the data had been uploaded to the website.

f) Financial Scrutiny Report - Cllr. Carey's report was accepted (copy attached).

g) Street Lighting Contract renewal or reactive contract. On a

proposal by Cllr. Carey it was resolved to move to a reactivate contract for 2016/17

- h) 2016-17 Budget - on proposal by Cllr. Carey - it was RESOLVED to adopt the budget.
- i) 2016-17 precept - on a proposal by Cllr. Carey it was RESOLVED to set the precept at £14810
- j) Practitioners Conference 25th -26th February 2016 this is early bird discount £249.00 + VAT mileage £136.80 - On a proposal by Cllr. Martin it was resolved that the Clerk attend this conference.
- k) Procurement of audit for smaller council's deadline for response 31 January 2016 - on a proposal by Cllr. Carey, it was RESOLVED to not opt out of the sector led body audit procurement.

95.15 ENVIRONMENTAL MATTERS

1. Flood Prevention Update:- Cllr. Carey reported that a meeting with Roundstone's had been requested to discuss alleviating flood risk in Almodington.
Operation Watershed Grant to divert water across Batchmere lane had been approved. Cllr. Carey had written to the landowner to obtain permission to access the land.
Somerley culvert enlargement- The Environment Agency had assigned an officer to the case.
Drove Lane - Medmerry Park had agreed to replace culvert and had requested assistance with specification.
2. Footpath Bell Lane - Cllr. Charter reported that he had meet with West Sussex County Council and was waiting for a date to carry out the work with volunteers. The County Council would provide traffic management equipment. It was agreed to produce a press release and provide photographs of the event to the local press.
3. Bus Shelter Removal Consultation and Bus Route 150 - West Sussex County Council had advised that there was no formal procedure to remove a shelter, however, consultation with the users and the bus company would be required. Therefore, the clerk had placed signs in all the bus shelters requesting residents' views on the removal of the shelter. One resident had contacted the council requesting that the shelter opposite Easton Lane not be removed as she used it daily. If removal were to go ahead, then it might be necessary to apply for a licence for works in the highway. It was noted that Compass bus route 150 runs via Almodington lane daily at school time and an additional public service on Monday, Wednesday and Friday during the day. Matter closed.
4. Vandalism in centre of Earnley - fireworks had been released in the telephone box on the weekend of 7-8th November. The Community Warden had cleared up the debris.
5. Direction sign centre of Earnley - the Clerk had advised West Sussex County Council that the traditional finger post installation was imminent. The County Council had advised that there was no

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temporary fix available therefore it had been agreed not to replace the sign. Alan Chamberlin, Manager of Medmerry Park, had confirmed that he was content with the proposed name on the sign. He had also confirmed that he would arrange to have the yellow housing development sign removed once the new black and white finger posts were installed

6. Damage to verge in Bookers Lane - letter sent to West Sussex County Council.

96.15 PARISH OBJECTIVES and ACTION PLAN.

1. Questionnaire Analysis (full report attached) - Cllr. Charter stated that the report very clearly showed the residents concern and the areas the Parish Council need to concentrate on for next five years. It was agreed to upload the report to website.
2. Action Plan 2015-2020 - first draft (copy attached) it was agreed to form a working party consisting of Cllrs. Simpson and Charter all councillors to feed in their comments to the working party.
3. Action Plan allocation of areas of responsibility - not ready for this yet.
4. Residents Database - the Clerk advised that she had almost completed the work on the database

CLERK

20.22pm Cllr. Perry left the meeting.

97.15 EMERGENCY PLANNING, VULNERABLE RESIDENTS AND LINK CONTACTS

To be covered with the action plan.

98.15 EARNLEY CONCOURSE

As part of the survey 45% of the residents had expressed concern with regard to what was happening with the Earnley Concourse. The Clerk and the Chairman had meet with the Directors of Stone Harbour who had a contract with the trustees to manage the site.

They had refurbished Earnley Place; in the short term they were proposing to use the building to as bed and breakfast accommodation and using it as a wedding venue linking in with the church.

They had offered the facility for the Parish Council to use for meetings.

The concourse building had significant issues they are considering in the long term high end age restricted accommodation and care home.

They hoped to integrate the whole site into the village.

99.15 EARNLEY FETE - 12th June 2016

When the Clerk had completed the data base she would email all the

residents to request volunteers and ascertain the level of interest in the event. **CLERK**

100.15 REPORT ON EXTERNAL MEETINGS

1. Sussex Association of Local Council AGM - presentation on emergency and resilient planning
2. All Parishes Meeting - presentations on Westhampnett travellers site, changes to policing in West Sussex and emergency planning.
3. Chichester District Association of Local Councils - presentation from the Chief Inspector and the clinical operation manager for Chichester ambulance service on the reconfiguring the service.

20.34pm County Cllr. Montyn left the meeting

101.15 CLERK'S REPORT

1. Medmerry Park - registered to vote - Chichester District Council had taken that view that residents are entitled to vote at the park as this is where the residents spend the majority of their time. Electors were entitled to register at more than one property as long as they only vote once in a national election.
2. Earnley Butterfly Farm - the inspections had taken place and the DEFRA Inspector was supportive of the reduction in animal numbers and the improvement made since the last inspection; a number of items had been added to the licence. There was still room for improvement however the owner was working to improve the site and it appears to be no longer on a downward spiral. Matter closed.
3. Calendar of meetings for 2016
Planning Meeting - 25th February Cllr. Simpson confirmed that she would take the minutes at this meeting.
Councillors confirmed that they were content with the meeting commencing at 6.45pm

Full Council & Planning Meeting	28 th January 2016
Planning Meeting	25 th February 2016
Full Council & Planning Meeting	17 th March 2016
Annual Meeting of Electors	24 th March 2016
Planning Meeting	28 th April 2016
Annual General Meeting/ Planning Meeting	26 th May 2016
Planning Meeting	23 rd June 2016
Full Council & Planning Meeting	28 th July 2016
Planning Meeting	25 th August -No Meeting
Full Council & Planning Meeting	22 nd September 2016
Planning Meeting	27 th October 2016
Full Council & Planning Meeting	24 th November 2016

Planning Meeting	22 nd December - No Meeting
Full Council & Planning Meeting	26 th January 2017

102.15 EXTERNAL CORRESPONDENCE

1. Freedom of Information Request - received 5th November 2015 - criticism of ecologists carrying out surveys for bat roosts during 2014. Response sent on 9th November 2015 Earnley Parish Council had on no occasion raised concern or criticism of ecologists carrying out surveys for bat roosts during 2014. No further correspondence received.
2. Chichester District Council - 3rd November 2015 Chichester District Council agreed a further 3-year funding commitment to fund 50% of the Community Warden Service subject to partner funding being continued - they had requested confirmation of a continued contribution of £350.00 for financial year 16/17. On a proposal by Cllr. Carey it was agreed

103.15 ITEMS FOR FUTURE AGENDAS

None.

The meeting closed at 20.50 pm

Signed _____ Chairman Earnley Parish Council

Dated _____