

EARNLEY PARISH COUNCIL

MINUTES THE MEETING OF EARNLEY PARISH COUNCIL HELD ON THURSDAY 28th JANUARY 2016

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

In attendance: Mrs Louise Chater (Clerk), County Cllr. Pieter Montyn and two members of the public.

01.16 PUBLIC QUESTION TIME ON MATTERS ON THE AGENDA

None.

02.16 APOLOGIES AND REASONS FOR ABSENCE

District Cllr. Susan Taylor - prior engagement.

PCSO Bainbridge - off duty.

03.16 COUNTY COUNCILLOR'S REPORT

County Cllr. Montyn reported:

1. West Sussex County Council proportion of the Council Tax bill had been held at the same rate for five years, this was now unsustainable and therefore would rise in the new financial year. It was noted that the District Council were also proposing to raise their proportion council tax.
2. Devolution 3SC would cover infrastructure and the economy. Cllr Carey asked would it involve merger of departments, for example, highways County Cllr. Montyn stated that highways had been working together for years, however, he did not know what further impact this would have.
3. Operation Watershed funding - further funding had been made available.

04.16 DISTRICT COUNCILLORS' REPORT

No report received.

05.16 CODE OF CONDUCT

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

06.16 MINUTES

On a proposal by Cllr. Charter, it was RESOLVED to agree and sign the minutes of the meetings held on 26th November 2015, this was duly completed.

07.16 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA

None.

08.16 FINANCE

- a) Bank Balances as at 27 January 2016 - £12,832.66
- b) Approval of Parish Council payments and authority to sign cheques

Direct Debit			
Anvil Mobile Ltd	12.25	dd	parish council phone – November 2015
Anvil Mobile Ltd	21.00	dd	parish council phone - December 2015
Standing Order			

Louise Chater	408.06	so	salary - November 2015
West Sussex County Council	122.09	so	pension - November 2015
Louise Chater	408.06	so	Salary - December 2015
West Sussex County Council	122.09	so	pension - December 2015
Direct Payment		authorisation code	
HMRC Cumberland	162.00	KM: 78555649 SS: 20597340	NI contribution
East Wittering & Bracklesham Parish Council	26.00	KM: 689025472 SS: 222021405	Room Hire
Mrs Louise Chater	28.52	KM: 689025472 SS: 222021405	expenses
Cheque Payment		cheque No	
Birdham Village Hall	38.00	300303	Planning committee meeting

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

- c) Budget monitoring 2015/2016 - code 11 SLCC & Institute Membership. On a proposal by Cllr Carey, it was RESOLVED no action was required.
- d) Approval of financial statement - On a proposal by Cllr Carey, it was RESOLVED to accept the financial statement for November & December 2105
- e) Transparency Requirements - the Clerk confirmed she had uploaded the quarterly reports.
- f) Financial Scrutiny Report (Cllr. Carey written report attached) - The Clerk confirmed that she had added an expenditure tab as required by the report and had completed a VAT Claim.
- g) Grants for consideration and payment:
Following discussion and consultation with members of the public present on a proposal by Cllr. Simpson, it was RESOLVED that the Council in accordance with its powers under Section 137 & 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and would benefit them in a manner commensurate with the expenditure, the cheques were duly written: -

Applicant	Power	Sum of Grant	Cheque No
Manhood Peninsula Partnership	S137	128.40	300304
Witterings & District 1st Responders	S137	50.00	300305
Samaritans Bognor Regis, Chichester & District	S137	50.00	300307

On a proposal by Cllr. Simpson it was RESOLVED to vire £50 from code 20 to code 23; this was duly completed. Following discussion and consultation with the members of the public present it was RESOLVED to make payment and write the cheques for the following grants as listed below:

Body	Power	Sum	Cheque No
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Manhood Mobility	Transport Act 1985 s22	50.00	300306
Citizen Advice Bureau	LGA 1972 s 142	50.00	300308
Wittering Youth Club	LGA(MP) 1976 s19	100.00	300309

h) 2016-17 precept - The Clerk confirmed that she had submitted the precept request to Chichester District Council

i) Auto Enrolment 1st February 2016 - The Clerk confirmed that there were no staff on the payroll that were eligible for auto enrolment. However, as required, the Clerk had written requesting she remain registered in the current pension scheme as per the contract of employment. On a proposal by Cllr. Martin, it was RESOLVED that the Clerk remain a member of the Local Government Pension Scheme. The Declaration Form was due to be submitted after 1st February 2016.

j) Training - Networking Day 8th March 2016 £65.00 (+VAT) mileage claim £42.03 - on a proposal by Cllr. Simpson, it was RESOLVED the Clerk attend this training session.

CLERK

09.16 ENVIRONMENTAL MATTERS

1. Flood Prevent Update - Cllr. Carey provided an update on:

Somerey Culvert Project - work to be completed in the Summer.

Almodington Diversion Ditch Project - The Environment Agency were proposing to order the materials to complete the work. Cllr Carey continued to negotiate with the landowners. ~~It was noted that the work completed last year had diverted the water from the road onto adjacent landowners and was putting their houses at risk due to the project not being completed.~~ It was noted that the work undertaken by the EA last year had cleared a number of blockages, which meant that water now flowed downstream and didn't flood the road and neighbouring homes. However, a small number of homes downstream are now receiving more water in their gardens than before which poses some risk. The proposed additional works will significantly alleviate this risk. Cllr Carey to follow this matter up.

RC

CLERK

Drove Lane - the culvert had been replaced in Drove Lane by Medmerry Park. It was agreed the Clerk write to Alan Chamberlin and cc John Smith EA, letter of thanks for completing the work.

Roundstone Reservoir - a meeting was due to be held next week.

National Flood Conference - The Minister had stated that the maintenance budget for the Environment Agency would not be cut.

Bookers Lane Culvert running under the verge - the Environment Agency had stated that the culvert only had a 5-year life span it was noted that this culvert was on highway land.

2. Footpath Bell Lane - Cllr. Charter reported that the work was due to take place on 19th February 2016, currently seven residents had volunteered to assist with the work in addition to help from the Sussex volunteer group.

3. BT Telephone Box - Centre of Earnley - five panes of glass and the closer had been replaced by BT, a job number had been allocated to repainting the telephone box. Following discussion, it was resolved not to adopt the telephone box at this time.

4. Direction sign centre of Earnley - the Chairman stated that the

expected installation date was week commencing 10th February 2016

5. Footpath 2 - Katherine Eels, West Sussex County Council, had contacted Earnley Concourse to request work be carried out to clear the footpath by 15th February 2016.

10.16 PARISH OBJECTIVES and ACTION PLAN.

1. Action Plan 2016-2020 - Cllr. Simpson provided the meeting with an update on the documents and date for adoption. Cllr Carey volunteered to write the vision statement. Suggestions on a logo required. **RC ALL**
2. Residents Database - the work had been completed on this. It was agreed to invite the residents who had agreed to volunteer to a meeting on 25th February **CLERK**

11.16 A27 CONSULTATION ON SEVEN ROUTES

Although the local press had released a leaked copy of the proposed routes, it was considered inappropriate to comment on these until the official consultation period had commenced. It was noted that Highways England had agreed to extend the consultation period to seven weeks, although the date for the consultation period had not been confirmed. It was agreed that a link to Highway England website be put on the website. **CLERK**

20.31pm County Cllr. Montyn left the meeting.

12.16 WEST SUSSEX BOUNDARY REVIEW FOR WEST SUSSEX COUNTY COUNCIL - it was noted that there were no proposed changes directly affecting the parish - no comment

13.16 THREE SOUTHERN COUNTIES DEVOLUTION BID - briefing and networking event - this event had been postponed until May 2016 date to be confirmed.

14.16 EARNLEY FETE - 12th June 2016

The date had been advertised on the website and an email had been sent to the residents the database to gain an indication of the level of interest. To date three residents had come forward to volunteer to help with the event.

15.16 EARNLEY CONCOURSE/EARNLEY PLACE

The Clerk had written to the managing agents providing them with a list of the meeting dates and requesting permission to hold the meetings at Earnley Concourse - a holding response had been received.

It was noted that the British Learning Academy were advertising a number of courses commencing on 15 June 2016.

Earnley Place - were hiring out 'studios' and the commercial kitchen on a monthly basis under licence agreements.

On a proposal by Cllr. Simpson it was AGREED the Chairman contact the Directors to request a meeting to understand the situation. **KM**

16.16 REPORT ON EXTERNAL MEETINGS

Cllrs Carey and Martin had meet with the Chairman of the newly formed Earnley Village Residents Association.

17.16 CLERK'S REPORT

1. The Clerk reported that she had completed her First Aid for All Course on 27th January 2016 (renewal required 2019)
2. Annual Meeting of Electors - 1 March - 1 June 2016 On a proposal by Cllr. Simpson to rearrange date from 24th March to 19th May commencing at 6.30pm and to invite Adrian Thomas and Peter Hughes from the RSPB to provide an update on Medmerry Nature Reserve. **CLERK**

20.53pm Cllr. Perry left the meeting.

18.16 EXTERNAL CORRESPONDENCE

1. Local Government Boundary Commission - Boundary Review Chichester District Council proposed reduction of 12 councillors to 36 for the District. Consultation to draw up new electoral boundaries. Consultations closes on 4th April 2016 **AGENDA**
2. West Sussex County Council Highways & Transport Integrated Works Programme 2016/17 - there are no projects proposed within the Parish.
3. Natural England - Consultation on the Solent and Dorset Coast Potential Special Protection Area - consultation closes 21 April 2016 **AGENDA**

19.16 ITEMS FOR FUTURE AGENDAS

None.

The meeting closed at 20.56pm.

Signed _____ Chairman Earnley Parish Council

Dated _____