

EARNLEY PARISH COUNCIL

MINUTES OF EARNLEY PARISH COUNCIL MEETING HELD ON THURSDAY 28th MARCH 2013

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

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

15.13 PUBLIC QUESTION TIME

None.

16.13 APOLOGIES AND REASONS FOR ABSENCE

Cllr. Bob Norris – holiday.
District Cllr. Peter Clementson.
County Cllr. Pieter Montyn.

17.13 CODE OF CONDUCT

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

18.13 MINUTES

On a proposal by Cllr. Simpson, it was RESOLVED to agree and sign the minutes of the Parish Council meeting held on 24th January 2013; this was duly completed.

19.13 MATTER ARISING FROM THE MINUTES NOT ALREADY INCLUDED ON THE AGENDA

10.13(g) Training – On a proposal by Cllr. Simpson, it was RESOLVED that the Parish Council provide training for up to 25 delegates on 1st May 2012 in the Community Room at Bracklesham Barn.

20.13 COUNTY COUNCILLOR'S REPORT

On County Cllr. Montyn behalf District Cllr. Barrett reported: Bookers Lane Flood Relief Scheme funding the County Council had confirmed they would make up the current shortfall. The Environment Agency was currently working on the final design plan.

21.13 DISTRICT COUNCILLORS' REPORT

District Cllr. Barrett reported:

- The Local Plan – Cllr. Barrett considered the questionnaire too long and stated he would provide members with links to the supporting documentation.
- Car Park Northern Crescent – the free parking would be reduced to one hour and the increase in parking charges was due to take place from 1st April 2013, however, this had been delayed due to technical issues.

22.13 ENVIRONMENTAL MATTERS

- a) Booker's Lane Flood Alleviation Scheme – Cllr. Martin confirmed WSCC had agreed to fund against the current funding shortfall. The scheme had been presented to the Environment Agency board on 27th March and a decision was awaited. Discussions between WSCC and EA were taking place to resolve the issue of crossing Bookers Lane. The drawings for the scheme would be available for consultation in April and construction was expected to commence in June 2013.
- b) Bookers Lane Flood Alleviation Scheme Deed – The Clerk confirmed she had read the new deed and there did not appear to be any variation from the previous one other than the increased contribution sum.
- c) Water Vole Conservation – Cllr. Field reported that he had attended an event on water vole conservation, however, the representatives from the Environment Agency did not attend and therefore Jane Reeve gave a presentation similar to the one she had previously given to the parish council.
- d) Earnley Diversion Channel (including embankments) – Cllr. Martin reported the

Environment Agency had reviewed the design of the embankments of the main scheme and these were now a maximum of 1 metre high, this provides further wildlife habitat and areas for tree planting.

The drawing for the diversion channel adjacent to Earnley Manor Close did not at this stage include the 40cm high bank requested by the Residents of Earnley Manor Close although the Environment Agency said this would be included in the scheme design.

- e) Drove Lane ditches – Cllr. Martin reported that he had submitted photographs to the Environment Agency following recent rainfall to show the extent of the flooding and the ditches had subsequently been cleared. The Environment Agency is currently considering what to do about the five blocked culverts in Drove Lane.
- f) Mapsons pond lay-by – the Clerk reported that Manhood Wildlife & Heritage Group is investigating the possibility of closure of the lay-by in Mapsons Lane which was on the boundary line of Sidlesham and Birdham Parish Council's.

8.20pm District Cllr. Barrett left the meeting

23.13

FINANCE

- a) Bank balance as at today's date - £48,865.69
- b) Approval of Parish Council payments and authority to sign cheques

	Total	Chq No	
West Sussex County Council	142.76	300100	pension payment month 12
Mr. Doug Goodman	75.00	300101	bus shelter cleaning
West Sussex ALC Ltd	138.02	300102	SALC Subscription 13/14
SALC	16.00	300103	LCR Subscription
Post Office Ltd	229.00	300104	PAYEE
SLCC Enterprises Ltd	360.00	300105	Practitioners Conference
Mrs. Louise Chater	196.62	300106	expenses
East Wittering and Bracklesham Parish Council	42.00	300107	room rental
Hampshire Association of Local Councils	48.00	300108	Training

On a proposal by Cllr. Simpson, it was RESOLVED to make payment and sign the cheques including the additional payment to East Wittering and Bracklesham Parish Council and Hampshire Association of Local Councils as listed above; this was duly completed.

- c) Financial Report January and February 2013 – on a proposal by Cllr. Field, it was RESOLVED to accept and sign the financial report for February 2013; this was duly completed. Donation to community Warden – the Clerk was instructed to request confirmation of the donation by other local parish councils.
- d) Pension – WSCC Pooling Questionnaire – The Clerk reported the questionnaire had been completed and submitted.
- e) Payroll Services for Town and Parish Councils – On a proposal by Cllr. Field, it was resolved to engage the services of Dianne Malley MAAT pay role services for the coming financial year.
- f) Bus shelter cleaning – it was noted no applications had been received the clerk had contacted Mr. Andrew Griffith who had been appointed by East Wittering and Bracklesham Parish Council and a response was awaited.
- g) Bookers Lane Flood Alleviation Loan – no further action

CLERK

24.13

Employment Issues

- Sickness Policy
- Employee's Self Certification of Sickness

On a proposal by Cllr. Charter, it was RESOLVED to adopt the above policies.

25.13

REPORTS ON EXTERNAL MEETINGS

1. Peninsula Community Forum – Cllr. Martin reported the Chief Constable of West Sussex interpreted the policy with regard to Gypsies and Travellers more lightly than the Chief Constable of Hampshire – On a proposal by Cllr. Field it was agreed to write the Police Commissioner, however, it was noted the lack of official sites provided by the District

CLERK

Council exacerbated the situation.

2. CDALC Meeting – Cllr. Field reported the new Police Commissioner would be at the Selsey Centre on 24 April from 7.30pm and members were welcome to attend. Cllr. Kenny (Hunston Parish Council) had reported at the meeting that the Police Commissioner had stated this was one of her targets. Tangmere Parish Council had made freedom of information request from Southern Water both in connection with the proposed upgrading of the sewage works at Tangmere and the possibility of a longfall outlet at the Apuldram sewage works.
3. Flood Forum Meeting – Cllr. Charter reported Stuart Smith WSCC, was to produce the local risk management plans. However, to produce the plans with any accuracy they required local information and had encouraged villages to form local flood committee. Mr. Robert Carey was taking the leading on this and had called a meeting on 17th April 2013 with residents of Earnley and Birdham as the Earnley Rife flowed through both villages.

26.13 CLERK’S REPORT and CORRESPONDENCE

- a) Parish Council website and telephone – the clerk reported that the Parish Council phone number was now 01243 203040. The new website and email addresses were nearing completion unfortunately the website provider had been unwell recently. The Clerk would notify external bodies of the new contact details when all the changes were in place. The Clerk offered assistance to all councillors to help them set up their new email addresses.
- b) Broadband – BT exchange update – the clerk reported that Earnley/Almodington area was included in the project intervention area to receive County Council and Government Funding to upgrade the exchange to receive NGA (supafast) service. Bracklesham/East Wittering cabinets were included in BT open reach commercial roll out programme. The clerk had written to BT requesting clarification when the replacement was scheduled a response was awaited.
- c) Annual Parish Meeting – date and programme – The Clerk said that Linda Grange, Housing Delivery Manager, Chichester District Council had agreed to give a presentation to the meeting in conjunction with Austin Wade, Development Manager, The Hyde Group.

Jane Reeve Water Vole, Water Vole Project Officer, Manhood Wildlife and Heritage Group had agreed to provide a display on water voles, habitat and related topics.

The Clerk stated that the proposed meeting clashed with the cinema night the Pilates group had declined the request to cancel the class on the evening. It was agreed the Annual Parish Meeting would commence at 7.15pm in the Community Room at Bracklesham Barn. It was agreed to circulate the flyer advertising the meeting the week commencing 15th April 2013 and ideally each councillor would endeavour to bring 10 local residents. The Clerk would provide the refreshments for the event.

**ALL
CLERK**

27.13 ITEMS FOR FUTURE AGENDA’S

1. Cllr. Field reported that Birdham Parish Council had offered to give a presentation to Earnley and Sidlesham Parish Councils on the production of their Neighbourhood Plan.

The meeting closed at 9.25pm

Signed _____ Chairman to Earnley Parish Council

Dated _____