

## EARNLEY PARISH COUNCIL

### MINUTES OF EARNLEY PARISH COUNCIL MEETING HELD ON THURSDAY 27<sup>th</sup> NOVEMBER 2014

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

**In attendance:** Mrs Louise Chater (Clerk), and three members of the public.

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

Concern was expressed with regard to the overflow pipe from Roundstones reservoir which discharges into the local ditch system when the reservoir reached capacity. The discharge from the reservoir accounts for approximately 50% of the water entering the local ditch system. It was requested that the Parish Council support the residents in the request to install a sluice gate on the discharge pipe and to pump water into the ditch system during dry weather so the reservoir had capacity when it rained. It was noted that the Managing Director had written to the Parish Council offering assistance and it was agreed to refer back to the letter and request a meeting.

**RC/CLERK**

Cllr. Carey reported that the Environment Agency had produced a plan for the Almodington flood issues which included the proposal to divert water from the ditch system to the western water system. The work was due to commence in February and be completed by April 2015. Hawthorn Nursery owner had carried out extensive work and this had prevented flooding during the recent heavy rain, although completing this work had caused issues for the residents of Hawthorn Nursery.

The Chairman thanked the residents for attending and had taken the matter on board.

#### **90.14 APOLOGIES AND REASONS FOR ABSENCE**

District Cllr. Graeme Barrett - prior commitment  
District Cllr. Peter Clementson - prior commitment

#### **91.14 COUNTY COUNCILLOR'S REPORT**

No report

**92.14 DISTRICT COUNCILLORS' REPORT**

District Cllr. Barrett's written report circulated.

**93.14 CODE OF CONDUCT**

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

**94.14 MINUTES**

On a proposal by Cllr. Simpson, it was RESOLVED to agree and sign the minutes of the meetings held on 25<sup>th</sup> September 2014; this was duly completed.

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

None.

**96.14 FINANCE**

a) Bank Balances from latest bank statements - as at 27<sup>th</sup> November 2014 £52,242.52

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

Payment agreed 23rd October 2014	Total		
<b>Direct Debit</b>			
Anvil Mobile Ltd	11.80	dd	parish council phone - September 2014
<b>Standing Order</b>			
Mrs Louise Chater	352.45	so	salary - September 2014
West Sussex County Council	99.44	so	pension contribution - September 2014
<b>Cheque Payments</b>		cheque no	
East Wittering & Bracklesham Parish Council	52.00	300193	room hire October & November
Staples UK Ltd	90.04	300194	printer cartridges/paper

Bellamy Roberts	8552.40	300195	Rule 6 Party Status - invoice no: 9582
North Mundham Parish Council	65.67	300196	Subscription to SLCC & institute
Bookers Lane Resident Group	1170.00	300197	Refund
<b>Direct Debit</b>			
Public Works Loan Board	284.24		Bookers Lane Flood Alleviation Scheme loan payment
Payment agreed 27 November 2014	Total		
<b>Direct Debit</b>			
Anvil Mobile Ltd	11.69	dd	parish council phone - October 2014
<b>Standing Order</b>			
Mrs Louise Chater	352.45	so	salary - October 2014
West Sussex County Council	99.44	so	pension contribution - October 2014
<b>Cheque Payments</b>		cheque no	
Mr R Carey	365.71	300198	Rule 6 Party Status - Expenses Claim
Mrs Louise Chater	30.48	300203	expenses including 9.96 Rule 6 Party Status
Information Commissioner	35.00	300199	Data Protection
Bellamy Roberts	11389.80	300200	Rule 6 Status – Transport Report final bill
Birdham Village Hall	29.60	300201	Rule 6 meeting £22.20/Enforcement mtg £7.40

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

c) Budget Monitoring 2014/15 - On a proposal by Cllr. Field, it was RESOLVED:-

Budget Code	Budget Name	Amount
12	Office Equipment	£200 from Office Equipment Reserve £60 from General Reserve
29	Notice Board Maintenance	Transfer

		from general reserves £116.80
30	Rule 6 Consortium	General Reserve £494.41

- d) Approval of financial Statement - on a proposal by Cllr. Carey it was agreed to accept the financial statements for September and October 2014.
- e) Traditional Finger Post Maintenance - matter closed
- f) Party 6 Status - Earnley Parish Council Expenditure to date and Contingency Fund. On a proposal by Cllr. Carey it was agreed that top up the Consortium fund by £494.41
- g) Budget 2015/16 - the proposed budget was £13,634 with an additional £366.00 to be raised for the general reserves.
- h) Council Taxbase 2015/16 - to be decided by Chichester District Council Cabinet meeting on 4<sup>th</sup> December.
- i) Precept 2015/16- Chichester District Council had agreed to a delay in submitting the precept request until immediately after the January meeting.
- j) Dog waste bin Medmerry car park - On a proposal by the Cllr. Martin it was RESOLVED that the Parish Council would not provide the ongoing costs for the provision of a dog waste bin at the Medmerry car park. **KM**

## 97.14 LOCAL PLAN

Cllr. Carey reported that the Chichester District Council were proposing to increase the housing allocation for East Wittering and Bracklesham from 100 to 180.

The Consortium had requested a meeting with the Officers of Chichester District Council when the representatives had expressed their disappointment and surprise at the increase. However, the Consortium considered it important that the consortium did not undermine the District Council position to ensure the Local Plan was approved. The most important point was to contest was the developer's proposal to increase the allocation to 500. Concern was expressed that there was the potential for the 180 be built in the first year of the local plan or prior to the plan's implementation. It was noted that the numbers in the plan were allocations not a minimum. It was noted that there was no proposed increase for

Selsey, however, Selsey Town Council were encouraging development within their neighbourhood plan in excess of the Local Plan numbers.

The Consortium had produced a report for Chichester District Council highlighting the issues.

The Hearing is due to recommence on 2<sup>nd</sup> December.

The Consortium was being represented by Cllr. Carey at the Local Plan Hearing.

#### **98.14 ENVIRONMENTAL MATTERS**

1. Surface Water Management Plans in West Sussex - The consultants received the information produced by Cllr. Carey and Ken Davenport and expressed surprise at the detail of the information provided.

#### **99.14 COMMUNITY LED PLAN**

Cllr. Charter reported that following the initial canvassing of residents the information gathered had been submitted to West Sussex County Council and Chichester District Council both officers had offered assistance.

It was agreed to develop a limited questionnaire focusing on "what do you want?" Cllr. Charter agreed to produce sample questionnaires in preparation for circulation in the Spring. It was agreed the next newsletter would include a call for volunteer's ideally one resident for every road. **CC**  
**CLERK**

#### **100.14 REPORT ON EXTERNAL MEETINGS**

All Parishes Meeting - interesting presentation on volunteering and the level of security threat.

#### **101.14 CLERK'S REPORT AND CORRESPONDENCE**

1. Annual Appraisal - it was noted the appraisal had taken place and it was agreed that an employment committee meeting would be held at 6.30pm 22<sup>nd</sup> January 2015. **CLERK/ALL**
2. Earnley Concourse - Community Right to Bid - it was noted that the Parish Council's nomination for Earnley Concourse had been

successful and would be included in Chichester District Council's register of community assets. It was noted that the concourse assets had been registered with the Charity Commissioner as BETT Charitable Trust. As the concourse had reopened it was agreed the Clerk write and request the use of the meeting rooms.

**CLERK**

3. Parish Councillors' contact details - The Clerk requested confirmation of the councillors contact details to be used on the noticeboards.

**ALL**

#### **102.14 ITEMS FOR FUTURE AGENDAS**

Community Warden contact details on Parish Council website.

**CLERK**

Meeting closed 9.00pm

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

Dated \_\_\_\_\_