

EARNLEY PARISH FULL COUNCIL

Minutes of the meeting of Earnley Parish Council held on 27th January 2025 which commenced at 19.33 at Bracklesham Barn, Beech Avenue, Bracklesham.

PRESENT: Cllrs Robert Carey (Chair), John Stant (Vice Chair) and John Williams

In attendance: Kazza Jannece (Clerk), District Cllr. Ian Ballantyne, District Cllr. Elizabeth Hamilton, County Cllr. Pieter Montyn and 2 members of the public.

1.25 Public Question Time

A member of the public reported that the dog waste bins on Stoney Lane haven't been emptied recently. On a proposal by Cllr. Carey it was RESOLVED that the Clerk check the location of the bins and contact Medmerry Park to ask if they own them and should empty them.

2.25 Apologies and Reason for Absence

On a proposal by Cllr. Carey it was RESOLVED to accept Cllr MacDonald and Cllr Doel's apologies and the reasons for absence.

3.25 County Councillor's Report

County Cllr. Montyn summarised the latest information about devolution and local government reorganisation. WSCC has submitted a joint application with East Sussex and Brighton and Hove to be on fast tracked; no response has been received yet.

County Cllr. Montyn left the meeting at 7:46pm

4.25 District Councillors' Report

Cllr. Hamilton gave a brief update from the last CDC meeting, covering the corporate planned projects, the infrastructure business plan and the housing and homelessness strategy.

There was a further brief discussion about devolution and local government reorganisation, and the impact it might have.

5.25 To receive Declarations of Interest from Members in respect of any matter on the agenda.

None.

6.25 Minutes

On a proposal by Cllr. Carey, it was RESOLVED to agree and sign [the minutes of the Full Council meeting held on 25th November 2024](#).

District Cllr. Ballantyne and District Cllr. Hamilton left the meeting at 8pm.

7.25 Matters Arising from the Minutes Not Already on the Agenda

81.24 Cllr. Stant reported that the Parish council don't own any 'dog waste' signs, that the church may buy some and a resident will put them up.

8.25 Finance

1. Bank Balances as at date of meeting: £35,604.93.
2. On a proposal by Cllr. Carey, it was RESOLVED to ratify the [Payments](#) made:
Payment schedule: 5th December 2024

WSSC Pension (KJ), £174.02, P65, Pension month 8 (Nov 24)

Payment schedule: 17th December 2024

Unity Trust Bank, £6.00, P66, Bank Charges

Unity Trust Bank, £6.00, P67, Bank Charges

Mrs Louise Chater, £402.95, P68, Apportioned Salary - month 9 (Dec 24)

HMRC (LC& KJ), **-£38.82**, P69, PAYE - month 9 (Dec 24) - NO PAYMENT REQUIRED

Karen Jannece, £891.60, P70, Salary month 9 (Dec 24)

WSSC Pension (LC & KJ), £305.43, P71, Pension - month 9 (Dec 24)

Barclaycard, £170.20, P72, Statement dated 21/11/24

EWBPC, £25.50, P73, Room hire

JACS UK Ltd, £7764.48, P74, Village Gateways manufacture

Payment schedule: 18th December 2024

Wilbar Associates, £5338.20, P75, Install village gateways

K. Jannece expenses, £69.53, P76, Clerk expenses Nov 24

3. On a proposal by Cllr. Carey, it was RESOLVED to accept the [Financial Statement](#) for November and December 2024. On a proposal by Cllr. Stant, the Council ratified the Virement of £10,919 from the Section 106 reserve into the General fund to replace the funds that were used to pay the 2 Village gateway bills.
4. Budget monitoring year ended 31st March 2025. The Clerk reported that the salary costs were higher than originally budgeted due to the overlap with the outgoing and incoming Clerks. Cllr. Carey reported that the free reserve may remain below the recommended 6 months of budgeted expenditure. See also point 7 below.
5. Land transfer from Taylor Wimpey footpath 2 to enable connection of new path from Barrett's site. The Clerk reported that the land manager from Taylor Wimpey has requested that the Parish Council pay their legal fees, expected to be in the region of £750 + VAT and disbursements. This is in addition to any legal fees that the Parish Council may incur. On a proposal by Cllr. Carey, it was RESOLVED to accept the proposal and instructed the Clerk to enter the contract and make payment.
6. VOIP phone contracts and replace with SIM-only mobile phone contract. The Clerk reported that notice has been given to 8x8 for the VOIP Phone and is due to end imminently, and the SIM-only contract is now in place. The new phone no was confirmed as: 07947 421264.
7. To consider [grant applications received](#) and to instruct Clerk to make payment. On a proposal by Cllr. Carey, it was RESOLVED not to make any grant payments for now, and not to proactively contact the applicants.
8. On a proposal by Cllr. Carey, it was RESOLVED to instruct the Clerk to open an Instant Access Unity Trust Savings Account with Cllrs. Macdonald, Doel and Stant nominated as the signatories, and transfer £17,000 from the current account into the new savings account.
9. Transparency Act – [Third Quarter](#). The Clerk reported that this has been uploaded on the website.
10. Council Tax Referendum 2025/26. The clerk reported that the Government has advised that there is no cap on Parish Council precepts for 2025/26.

9.25 Environmental Matters

1. Flood Prevention. Cllr. Carey raised the issue of an undersized culvert along Bookers Lane that was causing concern to local residents. The culvert was installed by Southern & Scottish Electric (SSE) late last summer but is only half the size of existing culverts in the vicinity and therefore poses a flood risk. Cllr. Carey has taken the matter up directly with SSE, the County Council's flood risk manager and the Environment Agency. The aim is to get SSE to upgrade the culvert.
2. Public Rights of Way. Cllr. Stant reported:
 - a. After the Council has purchased the land for the new footpath (see 8.25 - point 5 above), it will need to be upgraded to a permissive cycleway and involve ongoing maintenance.
 - b. Dog waste is not being picked up on the land beyond Eagles' Wood and referred to the signs which will hopefully be installed by the church.

- c. Use of the footpath on the land beyond Eagles' Wood: there is some evidence of drug use and minor vandalism. On a proposal by Cllr. Stant, it was RESOLVED to monitor reports about the footpath and if necessary, approach the community warden.
- 3. The sea defences at Medmerry. The Clerk reported an update from the Env Agency: During November the Environment Agency imported over 2,000m³ of material to West beach at Medmerry. Lorries brought the shingle material to site where it was repositioned by Environment Agency operatives. The Coastal Partners completed a drone survey of the site following the completion of the shingle import, using the results of this survey we will reprofile the shingle into the more landward position which will be more resilient to stormy conditions. They will continue to monitor the beach over the winter and plan to undertake further works in the coming months including removing redundant groynes from the beach which are posing a hazard to navigational and beach users
- 4. Medmerry Car Park. No update. On a proposal by Cllr. Stant, it was RESOLVED to remove this item from future agendas.
- 5. Replacement Airman. No update. On a proposal by Cllr. Stant, it was RESOLVED to remove this item from future agendas.
- 6. Update from Environment Group. No report received.

10.25 Highways

- 1. Village Gateways phase two. The Clerk reported that there is some minor damage to the Somerly Gateway, and clarified that WSCC Highways requested the moving of the Somerley Gateway to the new location. It was difficult to assess damage to all the Gateways as they are dirty. On a proposal by Cllr. Carey, it was RESOLVED that the Clerk should ask the Environment group to clean the signs and report the damage to the installation contractor.
- 2. Bus Shelter and Notice board First Avenue. No further progress has been made on this project; the Clerk will action.
- 3. Bike Stands Bell Lane and Bracklesham Lane. On a proposal by Cllr. Carey, it was RESOLVED that the Clerk should contact the contractor B&M Plant hire to confirm the date of installation.
- 4. Speed Indicator Device (SID) compatibility issues with Apple IOS, volunteer required to manage SIDs. Cllrs. Stant and Carey volunteered to take over management of the SIDs. On a proposal by Cllr. Carey, it was RESOLVED that the Clerk set up a training session with the previous Clerk.
- 5. Culvert on Bookers Lane. See Flood Prevention in Environmental Matters above.

11.25 Consultations

- 12.25 [Transport for the South East Draft Transport Strategy Consultation](#) – [Public Consultation](#) closes on 7th March 2025. On a proposal by Cllr. Carey, it was RESOLVED that a collective response from the Council isn't required as the Parish is not directly affected. Individual Councillors, may, if they wish, respond as individuals.
- 1. Let's Talk: [Housing' public consultation Housing, Homelessness and Rough Sleeping Strategy](#) for the period 2025-2030 closes on 3rd March 2025. On a proposal by Cllr. Carey, it was RESOLVED that a collective response from the Council isn't required as the Parish is not directly affected. Individual Councillors, may, if they wish, respond as individuals.

13.25 Annual Parish Meeting – 10th March 2025

- 1. Speaker. On a proposal by Cllr. Carey, it was agreed that the Clerk check whether Rich Moore, the community warden, is available to give a presentation for a maximum of 20 minutes from 6:30pm on fraud prevention.
- 2. Refreshments. On a proposal by Cllr. Carey, it was agreed that a volunteer member of the public would purchase the drinks and food within the £50 budget.

3. Publicity. On a proposal by Cllr. Carey, it was agreed that Cllr. Carey will draft a flyer to be printed and delivered to all households by the Councillors.

14.25 Report On External Meetings

1. GLAM meeting 5th Dec 24 – Cllr Stant gave a summary of the meeting.

15.25 Clerk’s Report and Correspondence

The Clerk gave a brief report of the training courses attended.

On a proposal by Cllr. Carey, it was agreed that the Clerk will present the records for the quarterly finance review (Oct-Dec 2024) to Cllr. Carey.

16.25 Items For Noting or for Future Agendas

None

There being no further business the meeting closed at 8:44pm

Signed: _____ Chair of Earnley Parish Council

Dated: _____