West Itchenor Parish Council

Minutes of a Meeting of West Itchenor Parish Council held on Monday 8 September 2014 in Itchenor Memorial Hall.

Present: Mr G Colbourne, Mr J Hartley, Mr A Spencer (Chairman), Mrs S Taylor, Mr C Watson

In attendance: Mrs C Smith (Clerk), Mr P Montyn (WSCC/CDC) 6 members of the public

The meeting commenced at 7pm

83/14C Chairman's Welcome.

The Chairman welcomed everyone to the meeting. A warm welcome was also extended to Mr Montyn.

84/14C Questions/comments from members of the public.

Mr Holmes commended the Parish Council on its approach to consulting with residents but suggested it may have been easier to have a public meeting. He added that he thought that parking was not so much of an issue and that the residents living between Orchard Lane and the Hard should have a greater say on parking restrictions in that area. He expressed concern that changes may have an adverse effect on the Sailing Club and the Pub. He made reference to a previous attempt by the Parish Council to have resident's parking spaces on The Street and suggested that this Parish Council could pursue this idea again.

The Chairman clarified that the only option that was being put forward was the extension of the existing summer restrictions to be in force all year round. He had canvassed views of residents at the north end of the village and the view had been broadly in favour of the idea. The only changes that would be necessary is to change the existing yellow signs.

Mr Mead-Briggs expressed his support for the proposals.

85/14C District and County Councillor reports on matters affecting the Parish.

Mr Montyn gave an overview of the finances of the County Council which was currently 4 years through a 9 year programme. If government predictions ran to form then it would be running at a surplus in 2019. Currently less than 40% of Government cuts were in place. Further government spending cuts may result in cuts in the grants given to Local Authorities. The Budget gap was only going to grow over the next few years. The County Council is under pressure to find other ways of doing things. Although the Budget will not be agreed until February around November the County Council will start to give an indication of its intentions for the forthcoming year.

Mr Montyn and Mr Barratt have been in detailed discussions with Southern Water on real cases on the Peninsula. Southern Water had shared plans of the network of pipes, capacity and the fall of drains. They have been pushing hard for answers on capacity and maintenance. Southern Water had agreed to look carefully at cases where there was a problem identified before 2012, subsequent problems were unlikely to be investigated anytime soon. Mr Montyn highlighted particularly the problems in Itchenor. Cllr Colbourne confirmed that Southern Water had undertaken a CCTV scan which had revealed a broken sewer and had subsequently taken action.

Mr Montyn finished by commenting on the very sad news about Southerly Yachts and asked if he could be kept informed if there was any local news about the site.

Mr Montyn was asked if Southern Water prices were controlled Offwat. Mr Montyn responded that this was correct. Southern Water has a 5 year asset management programme. The next period starting again next year.

The Chairman placed on record on behalf of the Parish Council thanks for help on the recent application for a replacement dwelling at Greenleas. Mr Montyn's input had swayed the Planning Committee to refuse the application and for that the Parish Council was very grateful.

Mr Montyn was asked about proposed developments on the western side of the Peninsula and how this will impact on the Sidlesham treatment works. Mr Montyn advised that the constraints are to do with the pipe network rather than treatment works themselves. Southern Water are having to install bigger pumps which will be paid for by the developer. Southern Water are also monitoring applications coming forward.

Mr Montyn was asked for clarification that no change to the Schools budget covered all education. Throughout West Susses GCSE results were down this year and there was concern about a reducing budget. Mr Montyn confirmed that the Schools budget will stay the same and that it did encompass all education.

Mr Montyn left the meeting

86/14C Apologies for absence.

Apologies for absence were received and accepted from Cllr Boadle and Cllr Chater.

87/14C Declarations of Interest.

There were no declarations of interest.

88/14C Minutes of the Parish Council meeting held on 28 July 2014

The Chairman called for the approval of the Minutes of the Parish Council meeting on 28 July 2014. The Minutes were **AGREED** and the Chairman duly signed them as being a true record of that meeting.

89/14C Matters arising from the minutes of 28 July 2014.

None

90/14C Members Reports.

90.1 Meetings of Local Government Associations, AiRS/SALC, SERCAF, National/sub regional developments, Manhood issues and Birdham School – Cllr Chater

Cllr Chater had been unable to attend the meeting but his report was made available to Councillors and is attached as an addendum to the minutes.

90.2 Planning – Cllr Taylor

Cllr Taylors report on planning matters is attached as an addendum to these minutes. The Chairman acknowledged help of people in the preparation of his presentation to the District Council's Planning Committee. It was noted that comments by residents had not been seen by the District Council Planning Committee members only those of the statutory consultees. The Chairman reported that he felt it was important that the Parish Council was more assertive about attending Planning Committee meetings where it was possible that local applications may be permitted or declined against our wishes.

Thanks were given to the Chairman for making a good presentation to the Planning Committee on behalf of residents.

Concern was expressed that the applicant had held detailed discussions with the planning officer. It was noted that the Parish Council could also have discussions with applicants. It was noted that this may be problematic with the advisory role then having to be judge of an application.

It was noted that members of the public objected to the applicant approaching the Parish Council regarding the application and that the meetings were not minuted. The meeting was advised that at no time was any advice given nor any indication as to how the Parish Planning Committee might respond to an application.

It was agreed that the parish Planning Committee would review how it dealt with any future similar approaches.

90.3 Neighbourhood Plan update – Cllr Taylor

It was reported that the Steering Group were meeting the following day when it was hoped that there would be positive updates on the formulation of policies from the working parties.

90.4 Speed limit – Cllr Spencer

The Chairman advised that Mr Ockwell had been seconded to another project. The Parish Council was still waiting to establish costs and whether another consultation is necessary and this would be followed up.

90.5 Memorial seat – Cllr Colbourne

An example of the proposed bench style had been circulated to Councillors. It was agreed that the bench legs should not be put into large concrete bases If Council happy with the style as a concept it was then a question of where any benches might be positioned.

RESOLVED that the Parish Council adopts a policy of having bench style seating through the village. It was agreed that Cllr Hartley would ask the Conservancy where benches along the Hard came from.

RESOLVED that the Clerk be authorised to advise the applicants of the style of memorial bench that would be acceptable.

91/14C Proposed village shop.

Village shop Committee is currently working on a feasibility study and hopes to make a presentation at the next Parish Council meeting.

92/14C Traffic Regulation Order.

The Chairman explained that the Traffic Regulation Order would change the daytime 'No Parking' restriction to all year round rather than April to October. This would result in there being no parking in the north end of the village other than the marked bays all year round. When this was last proposed residents on The Street were not keen. Subsequently there have been complaints about the fish vans in particular. It was noted that the village had a perfectly adequate car park which could be used.

A survey has been issued to residents and responses are starting to come in. It was felt that a small bias towards the views of the residents on The Street should be considered. It was noted that it has become a habit for cars to park on the verge in conservation area. The PCSO has advised that cars parked on the verge during the day are doing so illegally and concerned residents should call the Police on 101 and report the offending cars. After some discussion on road and verge ownership it was

agreed that the Parish Council should establish exactly what the law was on parking on the verges.
RESOLVED that should the majority of responses towards the northern end of the village voted in favour of all year round restrictions then the Parish Council would support this view and instruct the County Council to proceed with the Traffic Regulation Order.

It was noted that the drainage report from Jim Dunn did cover this issue. Ownership of land extends to the middle of the road. However, it is not ownership that counts it is about who is responsible for management. It was important to identify areas where verges are managed by Highways or the owner of the property. If the Parish Council took control of the verge/ditches through the village it then can enforce parking restrictions.

93/14C Contribution towards the West Manhood Parishes Rule 6 Party application.

The Chairman referred to the information received from Mr Mead-Briggs regarding the Rule 6 party application. An estimate of costs had been put together and the Parish Council had been asked to pay £496 as it's pro rata share. Subsequently the Consortium of Parishes had suggested that it uses the information and the Traffic Engineer to contribute to the Local Plan Examination in Public hearing. The Parish Council was therefore asked to increase the contribution by a further £50 to cover the extra cost. Mr Mead-Briggs in his report to the Council had suggested that the Parish Council made a larger donation as the issue was so important to the Local Area.

It was noted that the size of the donation from Earnley Parish Council was higher because it included a significant amount of donations from residents. Other parishes were sticking to the pro rata formula agreed.
The Parish Council agreed that any such contribution would have to come out of general reserves.

The Chairman suspended the meeting to allow Mr Mead-Briggs to comment.
Mr Mead-Briggs explained that the Local Plan hearing was not an adversarial event. Evidence had already been submitted in writing and therefore the cost of this part was quite small as most of the work had already taken place. He cautioned that the Birdham, Church Lane appeal had been extended from 3 days to 5 days and that would increase the costs for the Rule 6 Party. Mr Mead-Briggs had recommended to the group that an Advocate was taken on to present the case and this was being considered as well as joining forces with the District Council. The latter suggestion would be the cheaper option but it very much depended on whether all of the participants could agree on strategy.
The Chairman thanked Mr Mead-Briggs for his comments and resumed the meeting.

The Parish Council appreciated that the issue was of fundamental importance to the village. There was some concern about providing additional funding if there was no chance of winning the appeal.
The Chairman proposed that the Parish Council agreed to the contribution of £550 with the provision that a further £250 may be approved providing that all the parishes involved were making an additional contribution.

RESOLVED that the Parish Council makes a contribution of £550 towards the cost of the Rule 6 Party application with provision for a further contribution of £250 providing all of the other parishes involved are also making further contributions.

It was noted that Mr Mead-Briggs had suggested that the Parish Council might be asked to approach residents directly to request contributions.

94/14C The Common.

Cllr Colbourne and the Clerk had met with one of the owners of Mulberry Cottage who had been quite well aware that they did not have or indeed claim any ownership of the area in front of their house. They were informed that the Parish Council was mindful to open up areas of the Common and it was working with residents and businesses in a number of areas. The owners of Mulberry Cottage were going to refer back to their Solicitor on the issue of rights of way. It was acknowledged that a new right of way may need to be granted.

The Parish Council was asked to consider what steps to take next. It was suggested that some of the trees outside Mulberry Cottage should stay but that most of the bushes should be removed and the shingle area directly in front of the house be returned to grass. There would also need to be an easement for a pathway from the driveway to the front door of the house.

It was agreed that Cllr Colbourne & Cllr Watson would review the position regarding which trees should remain and what else should be removed. As the Owners of Mulberry Cottage had not put in the bushes or the shingle area it was felt that it was not reasonable to ask them to have it reinstated to grass. The Parish Council would seek quotes for the work and then write to the owners advising them of the work to be carried out.

It was noted that the Parish Council were still awaiting confirmation from Travis Perkins about where the boundaries were. The Clerk was asked to chase this information.

A boat trailer had been parked on the Common for some time. The Clerk had written to the owners of the property asking for it to be removed. Another letter would go chasing a response as no action had been taken.

A short discussion on what remedial action may be required should it be discovered that some of Travis Perkins was actually on Common land. The Parish Council agreed that this matter needed to be approached with some caution and that once the exact location of the boundary had been establish discussions would take place on what would be in the best interest of all parties.

95/14C Clerks Report.

<u>Chichester Local Plan – Examination in Public hearing</u>

Written Statements have been submitted to the Programme Officer. The Parish Council has registered to speak at the Hearing. The first date is Tuesday 30th September and Cllr Taylor has indicated that she will attend this meeting. The other date for attendance is Thursday 6th November.

<u>Manhood Peninsula Partnership – Autumn Event</u>

An invitation and flyer for a morning seminar aimed at the wide variety of businesses whose activities benefit visitors to the Manhood Peninsula had been circulated. The event is called 'What makes the Peninsula special?' and is being organised by the Manhood Peninsula Partnership. The seminar will take place on Thurs 6th November 2014 between 11.30and 13.30 at Southend Barns, Donnington. Places must be booked, though the event itself is free.

<u>Application for a Grant</u>

A request has been made by St Nicholas' Church for a donation towards the cost of repairs to the Church. The total cost of the repairs is expected to reach £65,000 and to date (24th August) donations of £32,000 had been received. It was noted that these donation had now risen to £46,000.

There was some concern that this work should be funded by the residents and not the Parish Council and some Councillors were not happy at being asked to use rate

payers' money to fund the project but were happy to support the project by raising awareness in the village.
The view that the Parish Council would be supporting the maintenance of a Grade 1 listed building in village and a local visitor attraction. Full burden should not fall on worshippers alone.
It was agreed to defer any decision until the November meeting. The Clerk was asked to provide a half yearly balance sheet at that meeting so that the Parish Council could look at whether it had sufficient funds to provide a financial contribution.

Winter Management Plans
WSCC has advised that any changes to the existing Winter Management Plans needs to be approved by the Parish Council and sent to WSCC before 1st October.
It was agreed that the reference to the salt bin should be amended to include the second bin. Cllr Watson also volunteered to be involved in the Emergency Planning Group and a review of the volunteers would be undertaken.

CDC – All Parishes Meeting
The next meeting between members of Chichester District Council and representatives of Parish Councils will be on Tuesday 21 October 2014. All Parishes are invited to send up to two representatives to the meeting. **RESOLVED** that Cllr Taylor and the Chairman would attend.

96/14C Finance.

96.1 Conclusion of the External Audit
The Clerk reported that the External Audit had been completed and there were no matters highlighted by the Auditor. A copy of the 'Notice of Conclusion of Audit' has been placed on the notice boards and the website.

96.2 The Schedule of Payments and Receipts
RESOLVED that the payments listed in the schedule of payments and receipts totalling £ 2,452.84 be made. See appendix 1 (September 2014)

96.3 The Statement of Accounts
The Statement of Accounts up to 31 August 2014 was **APPROVED.**
See appendix 2 (September 2014).

RESOLVED that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.
The 6 members of the public left the meeting.

97/14C Legal Matters relating to the Common.
The Clerk reported that a site visit had been undertaken by the District Valuer and a report was due by the end of the month. The Clerk was asked to check the scope of the report being provided.
RESOLVED that once the report had been received the Parish Council would write to the owner of the property with firm proposals.

The Clerk also reported on a recent meeting with Wicks Farm who undertook the grass cutting locally. A number of problem areas where overhanging branches and overgrowth had encroached on to the Common had been identified and it was agreed that the Clerk would walk the Common with Councillors and highlight these areas before the Parish Council took any action.
There was also some discussion about the appearance of debris from trees being dumped in the ditch near The Oast. This was being followed by Cllr Watson.

It was agreed to have a look at other areas through the village that may need some maintenance work to establish whether it might be appropriate for this work to be given to a contractor. This will be discussed at the next meeting.

98/14C Items for referral to the Parish Council Meeting on Monday 10 November 2014.
The issue of Aircraft noise was raised and after some discussion it was noted that this was best dealt with by telephoning Goodwood Aerodrome directly. It was agreed to put details of this in the next newsletter.

There being no further business the Chairman declared the meeting closed at 9.01pm

Signed_____Date_____
Chairman