West Itchenor Parish Council

Minutes of a Meeting of West Itchenor Parish Council held on Monday 9 November 2015 in Itchenor Memorial Hall.

Present: Mr J Dunn, Mr C Mead-Briggs, Mr A Spencer (Chairman), Mrs S Taylor, Mrs A Trevelyan, Mr C Watson

In attendance: Mrs C Smith (Clerk), Mrs E Hamilton (CDC)

88/15C Chairman's Welcome

The Chairman welcomed everyone to the meeting and invited members of the public to raise any questions or comments they had.

89/15C Questions/comments from members of the public.

None

90/15C District and County Councillor reports.

Mrs Hamilton reported on some of the points raised in the District Councillors monthly report.

With regards the Travellers site at Birdham the Crown Court hearing on Monday 2nd November went in the Council's favour. This lays the ground for moving forward to make it clear that the Council will take all action including seeking imprisonment against persons carrying out unauthorised works done since the undertaking, give us some very significant leverage to get those more recent works cleared up, and sits well with the prosecutions also being undertaken and supports the position we are putting to the Court for the main injunction to get all other works removed from the site.

The next Peninsula Forum meeting will be on 7 December and will include a presentation on the work the Manhood Peninsula Partnership undertakes on behalf of the Peninsula communities.

Community Warden funding has been approved by the Cabinet and will be put to Councillors for approval next month. Car parking changes will also go before Councillors in December. Council tax reduction scheme is unlikely to change for 2016/17. The District Council is looking into providing charging points that may be available in selected District Council car parks.

91/15C Apologies for absence.

Apologies for absence were received and accepted from Cllr Colbourne.

92/15C Declarations of Interest.

Cllr Dunn declared a personal interest Agenda Item 11 (correspondence) as a resident on the Common.

93/15C Minutes of the Parish Council meeting held on 9 September 2015

The Chairman called for the approval of the Minutes of the Parish Council meeting held on 9 September 2015. These were **AGREED** and the Chairman duly signed the Minutes as being a true record of the meeting.

94/15C Matters arising from the minutes of 9 September 2015.

Several of the Appendices for the VDS have been amended and will be highlighted at the Itchenor Society AGM on the 13 November.

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There had been no further updates from the Tree Council regarding the GPS system for marking trees. Cllr Watson would pursue this.

The application to the Woodland Trust for saplings had been successful and Cllr Watson had received 420 saplings which would be planted within the next 2/3 weeks.

95/15C Minutes of Planning Meetings - 28 September, 12 October and 2 November 2015.
The Minutes of the Planning Meetings held on 28 September, 12 October and 2 November were duly **NOTED**.

With regard to application for change of use at the site known as Northshore it was considered important to have a traffic consultant report. Accordingly, Graham Bellamy who had worked on the Almodington Glass houses appeal had been engaged. It was noted that an invoice for his services would be forthcoming shortly for an amount of £674.55 plus VAT. It was agreed that this invoice should be paid.

96/15C Abolition of the South West Sussex Internal Drainage District (IDD).
The Environment Agency notice of changes issued in September has in effect given us immediate notice that they will no longer be responsible for the maintenance of areas in West Itchenor that include the flood plain behind the sea wall and the pond. These are to revert to owners Riparian responsibilities under District Council management. As this area has been categorised by them as HIGH risk of flooding (changed from moderate) the implications could be serious for the village.
All Foul sewage drains north of the Church converge below this area and a pumping station, that is power dependant, is located within the flood zone. The road itself is also likely to flood if water levels rise behind the sea wall either due to breach by sea or substantial rainwater accumulating when the outfall is closed. This would isolate the village to the north and could affect the power supply and communications.

At a meeting with the EA they agreed to re-calculate the outflow to ensure it is adequate and continue to maintain it. The culvert under the road is more than double the size of the outflow and sometimes runs full bore. This causes the Flood plain to fill. Cllr Dunn was also advised that Mr D Henly would be looking after enforcement matters for the District Council and that Mr R Spencer at Arun District Council was responsible for OWC management.

The idea of a multi-agency flood action group was raised and more information has been requested from the Environment Agency. The Parish Council has also written to WSCC asking for them to confirm how they intend to manage this risk. The recently updated Surface Water Management Plan describes West Itchenor as moderate priority whereas Birdham and West Wittering are rated high. A response to this is being chased by the Clerk. Cllr Dunn would chase the Environment Agency for an update on the technical enquiries.

It was agreed that the Emergency Committee should undertake a review of the Emergency Plan in light of this information.

It was noted that the Sea Wall was likely to suffer from overtopping several times a year on a regular basis. There was no funding for any action and no plans to address these issues by the relevant authorities. Matters were complicated as the Environment Agency appeared to be in denial about the level of risk in Itchenor even though they had raised the flood risk levels to high. The sea wall and outlet pipe would remain their responsibility.

It was agreed that it would be important to remind people of their riparian responsibilities which included clearing out their ditches.

There was concern that WSCC had not picked up that Itchenor had been changed to a high risk area. This was not apparent in the Flood Risk Management Plan that they had produced.

It was agreed that residents needed to be made aware of the change in risk levels and their own responsibilities and the possible effects on the village should flooding occur. It was agreed that this could be done via the newsletter. Attention would be drawn to the Environment Agency flood maps, the 'Living on the edge' pamphlet and the WSCC Flood Management Plan.

It was also agreed that the Parish Council should additionally write to those households who bordered the rife outlining their riparian responsibilities.

97/15C Environment Working party update.

A report from Cllr Dunn on the discussions of the Environment working party were circulated. The report is attached to these Minutes as an addendum.
It was suggested that the Environment working party undertakes a review of the questions raised in the report and the proposals put forward.

There was some concern about dredging the pond as there was a possibility that this would result in water being released more quickly which would impact on the pumping stations.
It was suggested that volunteers were engaged to help clear the holding ponds so that they then did their job properly. A quote would be sought for de-silting the pond. This would all be discussed with the Conservancy to marsh area above the pond more of a drainage channel and less of a marsh.

98/15C Correspondence.

Correspondence had been received from a resident in relation to a number of matters.

98.1 Access to fields opposite Glebefield Road

The Clerk reported that after referring to the map of the Common it would appear that the gate was not on the edge of the Common. It was not clear what action the Parish Council was being asked to take. It was noted that the Parish Council had no control over private rights of access. Although no development on the site had been proposed the Parish Council would monitor any potential application.

98.2 Matters relating to the car parking area at a property on the Common

It was noted that the driveway in question had been subject to a DEFRA enquiry when it was installed. The judgement published is lengthy, complicated and somewhat unclear as far as the Parish Council was concerned. It was agreed that the Parish Council would continue to review this information and where appropriate seek its own legal advice on what action may be available.
It was also agreed that there was now a pressing need to obtain registered title to the Common and this would be pursued.

98.3 Registering an objection to the claim for ownership of the Pond on the Common.

It was noted that the Pond was not included in the area marked as the Common, neither was it originally included in the title for Shipton Mead. The request was that the Parish Council should not allow the Pond to be taken over by any individual property and should therefore register a caution against the Pond.
It was pointed out that in order to register a caution the Parish Council would need to explain why it felt that it had a superior claim to the title. Despite a few sporadic attempts to tidy up the Common side of the Pond there is no evidence that the Parish Council has attempted to maintain the pond.

99/15C Mobile coverage in the village.

The Chairman had been contacted by EE who were looking at running a pilot project that would create a mobile phone network unique to Itchenor. It was noted that people would need to be an EE subscriber to use it. It was agreed that the proposal was worth exploring and the Chairman was authorised to meet with the representative from EE to gather additional information.

100/15C Clerks Report.

Community Wardens

SSALC has been developing a scheme to enable clusters of local councils to test out the benefits of engaging versatile Wardens to work within their communities. The plan is to encourage pilot sites in East and West Sussex in 2016. The Police and Crime Commissioner is keen to be associated with this initiative and has offered start-up funding for the initial Pilots, amounting to 50% of the cost in Year 1 and 25% in year 2, with a maximum of £30,000 for each scheme approved. The application process is being developed and will be launched during November on a first come first served basis.

It was noted that there were only six Community Wardens in the district and with the reduction in police numbers and the changing roles of PCSO's Community Wardens may well fill the gap.

It was agreed that there were insufficient problems in Itchenor to justify the cost of buying into a Community Warden.

Notice boards

The Clerk reported that it had previously been agreed and budgeted for gradual replacement of the notice boards. The notice board on Shipton Green was beginning to rot and there was a good deal of mould around the lower section of the notice board. Subject to a financial limit of £500 it was agreed that the Clerk could arrange for a replacement to be put up.

101/15C Finance.

101.1 Draft budget for 2016/17

The draft budget was presented to the Parish Council and the Clerk explained how a number of budget figures had been calculated. The significance of the Tax Base was explained and it was noted that this would not be available from the District Council until mid-December.

It was noted that at the December Peninsula Forum meeting there would be a presentation on the Peninsula Partnership and the Parish Council would review whether to budget for some funding for this in January 2016.

It remains the case that the Precept would be uncapped.

101.2 Schedule of Payments and Receipts

RESOLVED that the payments listed in the schedule of payments and receipts totalling £648.30 be made. See appendix 1 (November 2015)

101.3 Statement of Accounts

The Statement of Accounts up to 31 October 2015 was **APPROVED.**

See appendix 2 (November 2015)

102/15C Dates for Parish Council meetings in 2016.

RESOLVED that the Parish Council meetings for 2016 be held on Monday 11 January, Monday 14 March, Monday 16 May, Monday 11 July, Monday 12 September and Monday 14 November 2016.

103/15C Items for referral to the Parish Council Meeting on Monday 11 January 2016.

Environment working party update.

There being no further business the Chairman declared the meeting closed at 8.38pm

Signed_____Date_____
Chairman