

EAST WITTERING AND BRACKLESHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE COUNCIL HELD ON  
8 FEBRUARY 2018 AT BRACKLESHAM BARN, BEECH AVENUE, BRACKLESHAM

PRESENT:

**Council Members**

Cllr. S. Main (Chair)	Cllr. G. Breeze
Cllr. T. Dixon	Cllr. T. Glithero
Cllr. P. Kensington	Cllr. M. Lawson
Cllr. R. Lowe	Cllr. J. O'Sullivan
Cllr. D. Parker	Cllr. B. Reeves

APOLOGIES FOR ABSENCE: Parish Cllr. A. Christmas

IN ATTENDANCE: County Cllr. Pieter Montyn, District Cllr. Keith Martin, 4 members of the public and the Parish Clerk

(Abbreviations: West Sussex County Council (WSCC), Chichester District Council (CDC))

18.21 Declarations of Interest None.

18.22 Minutes of the last meeting

The minutes of the meeting held on 11 January 2018 were confirmed by the Council as a correct record and signed by the Chairman.

1 member of the public arrived.

18.23 Matters Arising from the last Council meeting on 11 January. None.

18.24 Public Questions. None.

18.25 Reports from County and District Councillors

District Cllr. Keith Martin reported that the cabinet at Chichester District Council has backed proposals to increase the average council tax bill by 10p a week, which would mean the average taxpayer paying £2.90 a week for services.

He also received confirmation from Parish Cllr. Brian Reeves that the Parish would be responding to the consultation on the Destination Management Plan.

County Cllr. Pieter Montyn reported that WSCC had yet to agree its Council tax increase.

He also reported that he was making enquiries on behalf of the Parish to WSCC regarding its request for improved street lighting in the vicinity of Clifford's Cottage, Bracklesham Lane.

18.26 Finance.

18.26.1 Cllr. Main had agreed and signed the bank reconciliation prior to the meeting.

18.26.2 The Council received a statement of the current financial position of Bracklesham Barn and an updated position of the Parish Council will be forwarded to Members after the meeting.

960  
UNCONFIRMED

18.26.3 The Council received the following list of previously agreed payments withdrawn between 3 January and 25 January.

<b>PARISH COUNCIL</b>			
DD	Wittering Walk	Office rent	425.00
DD	Ramar Accounting	Payroll Processing	30.00
DD	HMRC	Tax and NIC	545.23
DD	Lloyds	Bank Charges	5.00
DD	BT	Office Broadband WM38802502	62.64
DC	Jobtoday	Position advertising	118.80
Ch2397	Mountjoy Ltd	Payment of invoice 049490	141,716.65
<b>Total</b>			<b><u>142,903.32</u></b>

<b>BRACKLESHAM BARN</b>			
DD	BT	Phone line 673050 SD43697423	24.60
DD	BT	Phone line 673054 SD43697437	30.24
DD	O2	B Barn Mobile	11.08
DD	CDC	Bin emptying	63.20
DD	Eon	Gas	260.58
DD	Eon	Electricity	529.64
DD	Castle Water	Barn Water	21.00
Ch2384	D Orford	Event cancelled	72.50
Ch2396	Laurie Tuckwell	Returned Deposit	50.00
<b>Total</b>			<b><u>1,062.84</u></b>

18.26.4 Proposed by Cllr. Breeze, seconded by Cllr. Glithero the following payments totalling £12,498.55 were agreed by the Council.

<b>PARISH COUNCIL</b>			CHEQUE NR
Joyce Griffith	Clerk's Salary	1,350.85	2398
K Gardiner	Clerk's assistants salary	526.54	2399
West Sussex County Council	Pension Contribution	672.28	2400
Andrews Grd Maintenance	Handyman services Jan	540.00	2403
Ardhen Bookkeeping	Bookkeeping services for December	150.00	2404
Travis Perkins	Maintenance parts	24.93	2405
Johnston Publishing	Position advertising	414.46	2406
Stuart Dobbin	Audit and Advisory work	1,050.00	2407
Chawton Hill	Downview Hall construction	6,910.29	2411
<b>Total</b>		<b><u>11,639.35</u></b>	
<b>BRACKLESHAM BARN</b>			
David Sarbutts	Caretaking	600.00	2408
Eradipest	Quarterly Rodent inspection	114.00	2409
Hags Playground	Playground repair	145.20	2410
<b>Total</b>		<b><u>859.20</u></b>	
<b>Total Payments</b>			<b><u>156,464.71</u></b>

18.26.5 Receipts for the period 3.1.18 to 25.1.18

	<b>Parish Council - Including Precepts</b>	<b>0.00</b>	
	<b>Sub Total Parish Council</b>		<b>0.00</b>
	<b>Bracklesham Barn</b>		
Regular hirer income		<b>779.00</b>	
Vatable Sales - Table tennis		<b>116.00</b>	
One off hire		<b>360.00</b>	
	<b>Sub Total Bracklesham Barn</b>		<b>1,255.00</b>
	<b>Total Receipts</b>		<b>1,255.00</b>

18.26.6 VAT Return. The Clerk reported that the recent VAT return for £100,193.97 had been paid into the bank account.

18.26.7 Proposed by Cllr. Dixon seconded by Cllr. O'Sullivan the Council agreed to add Cllr. Glithero as a bank signatory.

18.26.7 Proposed by Cllr. Kensington seconded by Cllr. Reeves the Council agreed to add Cllr. Parker as a bank signatory.

18.27 Christmas Lights. The Working Party will be meeting with Merlin to investigate hiring Christmas decorations on a yearly basis. The Clerk reported that she had contacted WSCC to obtain a list of approved contractors but as the list supplied had not included some of the major contractors a query had been sent back to WSCC asking for a fuller list. Upon receipt of this the Clerk will distribute the details of the work requesting quotes.

18.28 Events To receive further information about the following events

18.28.1 Summer Spectacular – Hoping to be 23 June 2018. It was agreed that this event will be run jointly by the Local Business Alliance and the Parish Council and that the profits will be split equally between the two organisations. Proposed by Cllr. O'Sullivan, seconded by Cllr. Kensington the Council agreed to pay an increased charge in it insurance of £100 to cover the three events (Summer Spectacular, Royal Wedding and Christmas Lights switch on.

18.28.2 Royal Wedding Bracklesham Barn Committee currently investigating showing the wedding live on television at the Barn with refreshments.

18.28.3 Christmas Lights Switch on date is Saturday 1 December.

18.28.4 Centenary Beacons and Silent Soldier memorial Cllr. Main to discuss with the Royal British Legion and report back at the next meeting.

18.28.5 Funfair at Bracklesham Park – the Parish Council supported the funfair in Bracklesham Park from 20 August 2018 to 28 August 2018 with the fair open for business between 22 – 27 August 2018 (10am to 6pm) at a fee of £150 per opening day and £1000 damage deposit, No music will be played and silent generators will be used.

18.28.6 Park Run. The Council considered a proposal that Billy's on the Beach donate £700 to the Park Run organisation in return for exclusive rights to sell refreshments in Bracklesham Barn car park. Proposed by Cllr. Parker, seconded by Cllr. Glithero the Council agreed not to agree to this offer but suggested that this would be an opportunity for the Bracklesham Barn Committee to raise some funds for the Barn by using its facilities to sell refreshments and that this should be looked at in greater depth.

- 18.29 Millennium Clock Plaque Proposed by Cllr. Breeze, seconded by Lowe the Council agreed to spend £147 + VAT on a new plaque rather than spend £350 on refurbishing the old one.
- 18.30 Emergency Plan Cllr. Lawson reported that a start had been made on updating the plan and the next stage was to confirm contact details were correct.
- 18.31 GDPR (General Data Protection Regulations) The Council received a report from Councillors Kensington and Lawson who attended the SALC meeting. The Council agreed for them to make further investigations and meet with the two companies represented at the meeting to discuss our requirements in more details.
- 18.32 Grass Verge Cuts Proposed by Cllr .Glithero seconded by Cllr. O'Sullivan the Council agreed to continue with additional cuts between the WSCC Highways cuts on the same basis as last year at a cost of £250 per cut.
- 18.33 CIL. Cllr. Reeves reported that at a meeting with Karen Dower at CDC and confirmed that in addition to the CIL money we had already received we could be looking at a possible £300,000 over the next few years if all the proposed developments were approved. No precise list was agreed by the Council but it was aware of a number of areas in need of improvement.
- 18.34 Neighbourhood Plan Cllr. Reeves reported that having met with Valerie Dobson at CDC it would be wise to wait until the numbers have been allocated in a few months' time.
- 18.35 Site Allocation Development Plan Document (DPD) - Consultation on Proposed Main and Minor Modifications To receive any comments for submission – deferred to March meeting to enable the Council to review the document.
- 18.36 Bracklesham Lane - Street Lighting The Clerk has asked County Councillor Pieter Montyn to find out more details about why our request for one light in a poorly lit area appears to be difficult to achieve.
- 18.37 New Youth and Community Centre  
Cllrs Dixon and Reeves had received a copy of the draft lease for comments. Cllr. Reeves noted that it required clarity with regard to Girl Guides and the lease. The Clerk advised that there were other amendments that were needed therefore it would be back on the next agenda.
- 18.38 Bracklesham Barn and Park The Committee reported that there may be another Panto this year but it will be looking at some remuneration towards the Barn. The Committee is also investigating changing the floor in the Community Room which could make it more attractive to hirers and also easier to clean.
- 18.39 To receive reports from Councillors on meetings attended since last Council meeting

A27 The Council received a report from Cllr. Dawson advising that it isn't just the quickest way of getting past Chichester but other matters that have to be considered such as the impact on the environment, tourism, business, feeder routes. It will also affect growth in the area and all modes of transport will be affected. A recommendation from the consultant is now awaited.

Destination Management Plan (DMP) Cllr. Reeves report that he will respond to the consultation with his concerns that East Wittering and Bracklesham are not promoted very well. There appears more interest in Selsey and Medmerry.

- 18.40 Staffing Committee Report  
Cllr. Parker reported that it was with regret they received the resignation of the Assistant Clerk, Karen Gardiner effective 28 February. A number of candidates had been interviewed and more interviews were being arranged next week and it is hoped that the two vacancies will be filled soon.
- 18.41 Parish Council Office. None.
- 18.42 Urgent matters that the Chairman wishes to bring to the attention of the Council. The Chairman asked if anyone would take on the cinema night in June as Cllr. Glithero would be unable to do it. If no one comes forward then it would be cancelled. Cllr. Kensington said she would approach someone who may be willing to help out.

Signed \_\_\_\_\_ Chairman    Date \_\_\_\_\_

THE NEXT MEETING OF THE PARISH COUNCIL WILL BE AT 7PM ON THURSDAY  
8 MARCH 2018 AT BRACKLESHAM BARN, BEECH AVENUE, BRACKLESHAM.