



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 13th FEBRUARY 7.00pm AT
BRACKLESHAM BARN, BEECH AVENUE, BRACKLESHAM BAY**

EWBPC COUNCILLORS

PRESENT:

Doug Holden
Becky Salamon
Richard Ford
Brian Reeves

Dawson Parker
Pamela Kensington
Joe O'Sullivan
Emma Cox

Elizabeth Hamilton (CDC Councillor)
Pieter Montyn (WSCC Councillor)

APOLOGIES:

Darren Banks
Emile Kott
James Salamon
Susan Taylor (CDC Councillor)
Graeme Barratt (CDC Councillor)

IN ATTENDANCE

Parish Clerk plus 3 members of the public

20.01 Declarations of Interest and dispensation requests

Cllr Holden declared a pecuniary interest in item 20.11, School Library building. Cllr Reeves had requested a dispensation for matters related to East Wittering Primary School and the Village Hall, which would be resolved later in the meeting following item 20.09, Policies Review, which included a new dispensations policy.

20.02 Minutes of the Council's Meeting Held on 12th December 2019.

The minutes were agreed as an accurate record and approved.

20.03 Update on Actions from Previous Meeting

The Chairman ran through the action points from the previous meeting, which had all been completed.

20.04 Public Questions

Question 1: Are there any plans for additional bike racks to be installed in the village before the summer holidays? Cllr Ford advised that suitable bike racks, encouraging sustainable transport and improving access to the village centre were being considered as a part of the Vision and had been listed as requirements in the tender document for public realm improvements. The tender was currently open and responses were due by 27/2/20.

Question 2: SID Device – is it encouraging speeding by irresponsible road users trying to 'score' the highest speed recorded? The clerk advised that the SID device that had been

purchased would not display the vehicle speed if they were travelling at more than 10mph above the speed limit. At this point the sign instead flashed 'SLOW DOWN'. This was in line with recommendations from WSCC Highways, specifically to discourage the sign being used for 'speed trials'.

20.05 To Receive Reports from District and County Councillors:

Elizabeth Hamilton (CDC) -

CDC had held a full council on 28/01/20 – The small business grant scheme is open again, grants of up to £2500 are available for website development (must be match funded) and of up to £1,000 for taking on an apprentice.

CDC have agreed to recruit a climate change officer for a two-year post, with a view to it becoming a permanent position.

A contractor, Henry Boot, has been appointed for the Southern Gateway project. The issue of the railway crossings has still not been resolved and options are being considered.

VE Day Grants of £250 per parish have been made available – parishes are encouraged to apply.

Local Plan Review is still in progress.

Proposals to remove the car park in Little London and make it a public space for events and markets will be put out to public consultation.

Pieter Montyn (WSCC) -

The MPAG group are meeting on Tuesday 18th February at Hunston Village Hall at 7pm. All welcome.

Developers have given a presentation to CDC to bring forward a development site on the W. side of Church Road, W. Wittering for 226 houses and are trying to have it incorporated into the Revised Local Plan.

WSCC will be adding 3.99% on to the council tax bills for 2020/21 – this will add approx. £50 per year for a band D property. CDC and Sussex Police are also raising the maximum amount permitted on the bills, which will add another £15 per band D onto council tax bills.

20.06 Reports from Parish Councillors on Meetings Attended Since 12/12/19

- 2 x planning meetings had been held. Minutes had been circulated. The Royal Oak development has been refused permission.
- Assets and amenities committee had met once. Minutes had been circulated
- The environment working group had met for the first time – and are researching the following:
 - Council carbon audit
 - Promoting car sharing
 - EV Charging Points
 - Solar power on community buildings
 - Plastic reduction and encouraging re-usable cups and containers
 - Encouraging recycling and getting more recycling options and points locally
 - Autumn event to educate the community and raise awareness
 - Key dates to promote – earth day, environment day, world car free day, etc.

- Reducing food waste.
- The events working group had met. Minutes had been circulated and events for 2020 were proposed for approval later in the meeting.
- Cllr B. Salamon had attended the All Parishes meeting – the main topics covered were:
 - 1) Rough Sleepers – CDC have employed a rough sleeper officer. Currently approx. 30 rough sleepers in Chichester. Chichester has lots of actions and support networks working with homeless people.
 - 2) PCSO updates – all parishes have a named PCSO contact and should try and attend PC meetings. Online submission of non-urgent issues should be reported online via 1010 service. Key focuses tree planting, local plan review, carbon reduction and sustainable transport.
 - 3) Environment update – Climate change officer has been approved.
 - 4) Schools update from WSCC.
- The Clerk had attended a peninsula youth information project steering group meeting and the project was currently running to plan.
- WSCC communities and PAT team had met with the clerk to discuss providing a monthly drop in community café for advice on benefits, etc. We are hoping to start the service in April 2020.
- Village hall management committee – looking for items to update/replace as part of their renewal programme. Also looking at how the pre-school can be subsidized to offer a summer holiday club service for younger children. The Chairman added that the council were currently negotiating with the School and the Woodger Trust to run a holiday club scheme for the entire six weeks of the summer holidays. By a show of hands, Council indicated that they would subsidise the cost of the clubs again this year for the whole six week period in order to keep costs to users at a maximum of £10 per child per day.

20.07 Finance

20.07.1 The Chairman had agreed and signed the bank reconciliation.

20.07.2 The council received a statement of the current financial position and budget monitor.

20.07.3 The council received the list of payments made between 01/12/19 and 31/01/20 totalling £42,482.94.

*Council **RESOLVED** to approve the payment schedule.*

20.08 Household Waste Service Consultation Results

The Clerk had circulated the survey results, which showed significant support amongst respondents for maintaining the service. The Clerk advised that the survey had been completed by less than 5% of residents. Paper copies had been distributed at the mobile waste service which would have encouraged responses from present users. So far Selsey, Earnley, Birdham and West Itchenor had resolved to increase their precepts to maintain the service. Sidlesham had not yet met to decide the matter. At the last meeting of the parishes and WSCC the principle that all parishes must commit to the service in order that it be retained was agreed.

*Council **RESOLVED** to maintain the service by increasing the precept in 2021/22 to fund the mobile waste service, subject to all Manhood parishes agreeing to contribute to the scheme.*

Action: Clerk to advise WSCC of the council decision.

20.09 Policies Review and Approvals

The Clerk had revised the following policies and incorporated all members comments and amendments. She had also amended the grant policy to show that funding rounds would be awarded in April and November:

- a) Health & Safety Policy

- b) Equalities Policy
- c) Diversity Policy
- d) Complaints Procedure
- e) Dispensations Policy
- f) Charitable Donations Policy
- g) Delegation Scheme
- h) Publication Scheme and Information Available Under the Scheme

*Council **RESOLVED** to adopt all of the policies as amended by the Clerk.*

The Clerk had received a dispensation request from Cllr Reeves for matters related to:

- 1) East Wittering Primary school
- 2) The Village Hall.

The basis of the dispensation was that it is in the interests of residents for Cllr Reeves to participate in decisions as they are both essential community facilities. Cllr Reeves has no pecuniary interest in either organization and is a school a governor and a village hall management committee member.

*Council **RESOLVED** to grant the dispensation.*

The Clerk urged all councillors who represented the council on outside bodies and local community organisations as committee members/volunteers and where they had no pecuniary interest to apply for dispensations on the same basis.

Action: Clerk to issue all policies on the website

Action: All councillors to complete relevant dispensation requests

20.10 To Approve the 2020 Events Programme

The events working group had met and proposed supporting and/or delivering the following events in 2020

- 1) 8th May 2020 – VE Day Celebrations. Cross-community event involving the LBA, RBL, RNA, Parish Council and Local Churches. To take place in the village centre and consist of a short service at the war memorial at midday, followed by a parade and standard raising at the clock. Then the event to host a street party and entertainment.
- 2) 19th July 2020 – Fun Day at Bracklesham Barn. To be organized by the Parish Council and consist of stalls, vintage car show, fun fair, live music and other entertainment.
- 3) 28th November 2020 – Christmas Lights Switch on Event – To be led by the LBA with the Parish council supporting with resources, volunteers and funding contributions.

*Council **RESOLVED** to agree the proposed Events Programme within the agreed annual events budget of £7,500.*

20.11 To Approve the Allocation of CIL Funds to the School Library Project

Cllr Holden had declared a pecuniary interest and took no part in the discussion or voting. The school had completed an options appraisal on the new school library building and submitted it to the council with their preferred supplier identified.

They recommended appointing contractor 2, which would deliver the new library in a modular building for a cost of £20, 231.68.

*Council **RESOLVED** to recommend to CDC approval of allocation of £20,231.68 CIL funds for delivery of the School Library Building, using contractor 2. Funds to be taken from the 2015 & 2016 CIL ear marked reserves.*

Action: Clerk to advise CDC of proposed CIL expenditure for approval.

20.12 BR-EW Vision Update

The tender document for the public realm improvements project has been sent out, with responses due by 27/02/20.

A successful stakeholder engagement event was held on 06/02/20 with representatives from

local community groups and organisations telling them about the consultation launch and seeking their support in promoting the Vision to the wider community.

A meeting with the Midhurst Vision team had been held in order to learn what had and had not worked in their process.

20.13 Any Urgent Matters that the Chairman Wishes to Bring to the Attention of the Council

Football pitch report has been prepared by the FA and will need to be considered at the next meeting.

Councillor Parker asked if the feasibility of moving the outdoor gym equipment nearer to the Barn could be investigated.

Meeting closed at 8.15pm.

Action: Clerk to add Football Pitch report to next available meeting date

THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD THURSDAY 12th MARCH 2019

AND WILL FOLLOW DIRECTLY AFTER THE 7.00pm ANNUAL PARISH MEETING AT

BRACKLESHAM BARN, BEECH AVENUE, BRACKELSHAM BAY, PO20 8HU

These minutes are in draft form until approved by the council at the next meeting and may be amended by resolution. Copies of all unapproved minutes, agendas and more information about East Wittering and Bracklesham Parish Council can be found on the Parish Council's web site: www.ewbpc.org.uk

Signed _____ Chair

Date _____

Summary of Actions

Minute number	Action	Person Responsible
20.08	Clerk to advise WSCC of the decision to contribute to the costs of the mobile household waste service, subject to all Manhood Parish agreeing to take part	CLERK
20.09	Clerk to issue and upload all agreed policies to the website	CLERK
20.09	Councillors to complete relevant dispensation requests	ALL
20.11	Clerk to advise CDC of the school library project for approval of CIL funding	CLERK
20.13	Clerk to add football pitch inspection report to next available meeting	CLERK