

SOUTHBOURNE PARISH COUNCIL

Robin Davison
Clerk to the Council
e-mail: clerk@southbourne-pc.gov.uk

The Village Hall
First Avenue
Southbourne
Emsworth
PO10 8HN
Telephone (01243) 373667

6 February 2020

Dear Sir / Madam,

You are hereby summoned to a meeting of the Southbourne Parish Council at the **St John's Church, Main Road, Southbourne** on **Tuesday 11 February 2020** at **7.30 p.m.**

R A Davison
Clerk

AGENDA

1. **Apologies for Absence**
2. **Declarations of Disclosable Pecuniary Interests**
3. **Minutes** – of the meeting held on 14 January 2020.
4. **Open Forum**
5. **County Councillor Report**
6. **District Councillor Reports** (Mrs Bangert)
7. **Telephone Kiosk at Junction of Main Road and Thorney Road**

Chichester District Council is seeking the Parish Council's views on the proposal by BT to remove the telephone kiosk on Thorney Road as it has only been used twice in the last 12 months. The option to "adopt" this type of kiosk for re-purposing them is not available unlike the traditional red boxes.

8. **Vision, business plan and Councillor skills**

Mrs L Hicks to report.

9. **Allotments – Southbourne Fields**

Report by the Clerk.

10. **Finance**

To note the income and expenditure since the last meeting.

11. Monthly Parish Council drop-in session

To note the matters raised at the drop-in session on 1 February 2020.

12. Village Signs

13. Visit to the Bourne Community College

14. War Memorial Update

15. Neighbourhood Plan Steering Group

To receive a report on the last meeting.

16. Southbourne Environment Group

To receive a report on the last meeting and recent activities.

17. Items for Future Meetings

18. Date of Next Meeting

10 March 2020

19. Exclusion of the Press and Public

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Part II

20. Quotes for Play Equipment

TO: All Members of Southbourne Parish Council

Filming and use of social media

During this meeting the public are permitted to film the Council or use social media, providing it does not disrupt the meeting. You are encouraged to let the Clerk know in advance if you wish to film. Mobile devices should be switched to silent for the duration of the meeting.

For a copy of Council agendas and publicly available papers please scan this code:



Southbourne Parish Council

Minutes of the meeting held on 14 January 2020 at the St John's Church Centre, Main Road, Southbourne at 7.30 p.m.

Present: Mr C Bulbeck (Chairman), Mrs Bangert*, Mr Brown*, Mrs M Bulbeck, Mr Hayes, Mr G Hicks, Mrs L Hicks, Mr Jennings, Mr Redman, Miss Tait and Mr Taylor.

* Also District Councillors for Southbourne

8 members of the public.

Apologies for Absence

225. None.

Declarations of Pecuniary Interests

226. None

Minutes

227. Resolved – that the minutes of the meeting held on 10 December 2019 be approved as a correct record and that they be signed by the Chairman.

Open Forum

228. Residents of Parham Place reported on recent flooding problems in their gardens caused by run off from the adjacent field. Neither the West Sussex Fire and Rescue Service, the Environment Agency or Chichester District Council had been of immediate help because no homes had been flooded.

229. It was noted that Radion were already investigating the matter for their clients and Mrs Bangert had written to the County Council and District Council about these problems and was awaiting a response. The Parish Council would write to Oyster, Radion and Crayfern asking for a resolution to the problems residents encountered.

County Councillor Report

230. No report. Members requested that Mr Magill be invited to attend the next meeting.

District Councillor Report

231. Mr Brown reported on the following matters:

- a. Officers were progressing the Local Plan
- b. Contracts for the Southern Gateway to Chichester had been signed
- c. A climate action plan had been agreed with ambitious targets to reduce carbon dioxide emissions across the district by 10 percent by 2025. This would need the support of all residents and businesses in the district. A climate change officer would be appointed to support the work.

- d. The District Council had submitted a planning application to develop 17 additional homeless units to compliment the current housing stock.

Report of the Finance and General Purposes Committee

232. The Council received the report of the Finance and General Purposes Committee on the proposed budget and precept for 2020/21. The Committee had originally considered the budget in November 2019 but had reviewed it in the light of the change in the Council Tax Base for 2020/21. Members had wanted to plan for the growth in Southbourne and to be sure of the forward priorities, invest in earmarked reserves and to improve the Council. The Committee had been aware that Southbourne residents had expectations that they wanted the Council to meet. In the coming year a business plan would be developed that would take ideas forward.

233. Resolved - that for 2020/21

- (i) The budget be set at £166,815
- (ii) The Chichester District Council be advised that the Council Tax Requirement is £164,965.

Highways Matters

234. Speed Indicator Devices (SIDs) – Members noted that one parish council was keeping its SIDs in place for one month at a time when the County Council’s advice was to remove them after one week and use them no more than three weeks in three months in one location. The Clerk would seek clarification on this. The County Council had agreed in principle to a SID being located on the A259 at Nutbourne and the Clerk was progressing this.

235. Resolved – that the Clerk be authorised to obtain an additional SID and spare batteries for each SID without further reference to the Council.

236. Village Signs – The Council considered a proposal to replace the existing signs for Southbourne and investigate new signs for Hermitage, Lumley, Prinsted and Nutbourne. Members agreed that before new signs were provided for Southbourne, new locations should be considered to take account of the expanding village. Further consideration should be given to the signage at the next Council meeting.

Baker Barracks, Thorney Island

237. The Chairman welcomed Mr Jon Robinson, the Community Development Worker at the Baker Barracks to the meeting. Mr Robinson gave a presentation about the Barracks and the work he was doing with partners to support the soldiers and their families. He said that the Barracks was considered by the Ministry of Defence to be the second most ‘isolated’ Barracks in the country. There were 247 family houses and around 500 single rooms. The base was home to the Royal Artillery and covered 1200 acres including a SSSI. Havant and Emsworth were the preferred areas for shopping but there was no transport available from the Barracks for those who did not drive.

238. Mr Robinson said that his role included youth and community work. The youth group was growing and supported by Forces charities. There was a good working relationship with the University of Chichester to support soldiers and families gain qualifications. He also worked with the Bourne Community College to support and mentor a number of boys with behavioural problems because the stresses on Forces children were somewhat different at times and a factor in their education. Families did have parents on deployment. While access to the base was restricted, children on the base were allowed to bring friends on site and attend the youth club.

239. Members thanked Mr Robinson for his presentation.

Vision, Business Skills and Councillor Training

240. Following the positive response to suggestions for a vision at the Neighbourhood Plan Consultation in December 2019, Mrs Hicks and Mrs Thorne suggested the following wording for a first draft of the Parish vision:

“Southbourne Parish Council aims to provide support to our community and to work together to protect our coast and countryside”.

A copy would be circulated to Members to consider further outside the meeting and amendments were welcomed.

241. Regarding training, it was agreed that customised courses for example on business planning, could be investigated with a view to them beginning in April. A skill sharing session between Members would be held prior to the next Council meeting on 11 February 2020 at 6.15 p.m. The Clerk asked Members to advise about their availability for training on staffing from SSALC.

Finance

242. Expenditure The Council noted the following expenditure since the last meeting:

HMRC	Q3 Tax and NI	£2,279.89
G Burley and Sons	Invoice 78026	£463.20
G Burley and Sons	Invoice 78656	£463.20
Ace Bus Shelters	Order No. PO191119	£3,142.20
Rialtas	Invoice 26997	£756.74
Staff	Salary and pension (DD)	£2,978.76
Southern Electric	Pavilion DD	£63.31
	Total	£10,147.30

243. Parish Council Grant Applications – Mrs Bangert and Mr Hayes declared an interest as trustees of the Southbourne Development Trust, the charitable incorporated organisation making the application for funding, and left the room during consideration of that application.

244. Resolved – that the Southbourne Development Trust be awarded £250 with the payment only being made subject to a bank account being opened and the bank account details being provided.

Monthly Parish Council Drop-in Session

245. At the December Parish Council meeting it had been suggested that a 'welcome pack' should be made available to residents on the new estates. It was noted that a similar idea had been developed by the St John's Church. Mrs Hick, Mrs Bangert and Mr Hayes would work on a suitable pack for the Parish Council.

246. Seven residents had attended the session in January covering a range of issues including waste and dog bins, bus shelters and bike racks. It had been claimed that shops needed a letter from the Parish Council requesting that they be provided. It was therefore agreed that the Parish Council would write to the shops in the Parish asking them to provide bike racks.

247. Members agreed that the drop-in sessions should continue until July 2020 when they would be reviewed. Members were encouraged to support at least one drop-in session.

All Parishes Meetings

248. The Council agreed that rather than formally appoint two representatives to these meetings, details should be circulated by e mail to all and Members would agree which two Members could attend each meeting.

Neighbourhood Plan Steering Group

249. There had been a productive meeting of the Steering Group but a response from the District Council to a request for information, together with the high-level SEA were still awaited before any decisions could be made. The Parish Council would write to the District Council asking when the transport study would be available and likewise to AECOM regarding the high-level SEA. The housing needs survey had been sent to all residents in Southbourne.

Southbourne Environment Group (SEG)

250. No meeting had been held in December 2019. A spreadsheet was being drawn up of local environmental information for the Neighbourhood Plan.

251. Working parties would be held on 24 January and 25 January 2020 to receive and allocate 900 tree whips to those who wanted them. Work on Footpath 212 would be carried out on 8 February and 13 February and possibly on 28 March 2020. A date and venue was to be confirmed for a Phase 1 Habitat survey which would include training before the survey was conducted. Also to be confirmed was a date for a litter pick in March 2020.

Items for Future Meetings

252. Village signs

Dates of Meetings in 2020

253. Members agreed to move the April meeting date to the third Tuesday to avoid Easter.

254. Resolved – that the following dates for Council and Planning Committee be confirmed:

	February	March	April	May	June
Council	11	10	21	12	09
Planning Committee	18 -	10 & 31	21 -	12 -	02 & 23
July	August	September	October	November	December
14	No Meeting	08	13	10	08
14	11 -	01 & 22	13 -	03 & 24	15 -

Chairman

The meeting closed at 9.47 p.m.

11 February 2020

Allotments – Southbourne Fields

Documents for the sale and transfer have been issued for signature for the land that comprises the allotments at Southbourne Fields. The transfer documents require the signatures of two councillors in addition to the Clerk's signature for which authority has previously been given.

It is anticipated that the completion on the allotments will take place in March 2020. Once completion is achieved potentially the allotments could start to be used. There are several matters that will need to be addressed before that can happen including agreeing a tenancy agreement, annual cost of the allotment and waiting lists and are being researched before they put to the Council for consideration next month. However, there is no reason why expressions of interest could not be sought for the 14 allotments with a view to them being available on a first come first served basis in the Spring 2020. Any more than 14 expressions of interest would then be held on a waiting list. The expressions of interest would be sought through the website and Facebook pages.

Recommended – (i) that the Chairman and Vice Chairman sign the transfer documents as required;

(ii) that expressions of interest be invited, via the website and Council's Facebook pages, to take on an allotment tenancy at Southbourne Fields be invited from residents of Southbourne Parish only.