

Southbourne Parish Council

Minutes of the remote meeting held on 14 July 2020 at 7.30 p.m. in accordance with the Coronavirus Act 2020.

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

*Also District Councillors for Southbourne

Mr Magill – County Councillor

6 Members of the public.

Apologies

50. None

Declarations of Pecuniary Interest

51. None

Minutes

52. Resolved – that subject to the inclusion of Mr Magill, County Councillor as being present, the minutes of the meeting held on 9 June 2020 be approved as a correct record and be signed by the Chairman.

Chairman's Report and Council Update

53. The report was received and taken as read. The Chairman added that Chichester District Council (CDC) had written to inform the Parish Council about an overpayment of Community Infrastructure Levy (CIL) by approximately £17000 due to the way in which the CIL had been collected from the developers. Although CDC would be refunding the developer it would not be expecting the Parish Council to pay the money back and instead would reduce future payments by the same amount. However it was noted that there would be several hundred thousand pounds due in CIL from recent planning permissions.

Police Community Support Officer's (PCSO) Report

54. The report was received and taken as read. The PCSO would be invited to the next meeting.

Open Forum

55. A resident requested that the Parish Council consider a proposal to 're-green' Cooks Lane and improve the biodiversity of the area. 98 percent of Cooks Lane residents had agreed to a proposal to establish a residents' association.

56. A resident of Prinsted offered to provide an area of land south of Prinsted Lane for car parking alongside a dog walking area. Members noted that the Council had previously objected to a planning application for dog walking in

this location. The Parish Council declined to consider the offer. Other residents commented that additional parking was not the answer to traffic problems in Prinsted.

Prinsted Parking

57. Members received the report of survey at the Prinsted foreshore. It was noted that there was public access to the foreshore. Mr Magill had met the County Council's Highways officer who confirmed that the road layout and surface was safe. Any proposed traffic regulation order (TRO) would be subject to cost. If in excess of £3000, it would need to go on the community-led list for consideration by the South Chichester County Local Committee as to whether it would proceed.

58. It was agreed that Mrs Thorn and Mr Magill would discuss the issue of signage at the foreshore with the Chichester Harbour Conservancy (CHC). The Council also agreed that the further research on the following matters in the set out in the report of the findings would be taken forward:

- Signage
- Use of and access to slipway
- Foreshore parking
- Prinsted Lane parking

59. It was agreed that residents would be consulted on proposals to improve access and parking in the area.

County Councillor report

60. The report was received and taken as read. Members thanked Mr Magill for his support to the Parish over the last few months.

Report of the Recreation Advisory Committee

61. Members received the report of the Committee. Members noted that the Chairman had agreed to meet residents of Bourne View regarding the Recreation Ground and improving future communications. The Chairman read out an e mail received from the Bourne View Management Committee about the proposals for changes to the Ground.

62. Members considered the proposal to bid to CDC for New Homes Bonus (NHB) grant provide 11 items of adult fitness equipment in the area behind the pavilion which was considered to be the most suitable location for the equipment.

63. Resolved – that an application be submitted to CDC for a NHB grant to provide adult fitness equipment on the Recreation Ground.

64. The Council also considered the proposals to improve the triangle of land adjacent to the gravel drive. Members acknowledged the concerns of Bourne View residents, but it was agreed that the improvements should go ahead as originally planned including the provision of a bench at the location. Quotes

were awaited for the work.

65. Members encouraged residents to report any anti-social behaviour to the police on 101.

Finance

66. Internal Audit – The RFO was pleased to report that there were no matters arising from the internal audit requiring the Council's attention.

67. Annual Governance and Accountability Return 2019/20 – Members considered the Annual Governance Statement 2019/20 and

68. Resolved - that the Annual Governance Statement 2019/20 be signed by the Chairman and the Clerk.

69. Members considered the Accounting Statement of the Annual Return 2019/20 and

70. Resolved – that the Accounting Statement of the Annual Return 2019/20 be signed by the Chairman and the RFO.

71. Members considered the End of Year Accounts 2019/20 and

72. Resolved - that the end of year accounts be signed by the Chairman and the RFO.

73. New Homes Bonus 20/21 – Members considered the report of the Clerk and RFO regarding the application for New Homes Bonus funding for 2020/21 of £23,057.75

74. Resolved – That

- (i) the Parish Council submits an application to CDC for adult fitness equipment at the Recreation Ground at a total cost of £32,485
- (ii) That Contractor A be the preferred contractor for the equipment at a cost of £32,485
- (iii) The balance of £9,427 be obtained through the use of CIL and CDC be advised accordingly.

75. Parish Council Grants – The Council considered grant applications from Friends of Bourne and Tuppeny Barn Education.

76. Resolved – That (i) £2000 be approved for 8 laptops for use by school children subject to confirmation that the College had obtained the maximum funding available for laptops from the Government for this purpose and (ii) £500 be approved for Tuppeny Barn Education to use for its food hardship fund.

Westbourne and Southbourne Joint Burial Committee (JBC)

77. Cemetery Extension - The Council received the report of the Clerk to the JBC. It was agreed that the work was imperative as space was now limited in the existing cemetery. It was noted that Westbourne Parish Council had agreed the recommendations at its meeting on 9 July 2020.

78. Resolved – that the Parish Council agrees:

1. That the project needs to proceed as soon as possible
2. That Contractor C be appointed to carry out the cemetery extension subject to agreement on the final schedule of works and project costs
3. Representatives of the JBC, the Consultant and the Contractor meet to discuss cost savings on the project
4. Subject to 3 above, that if necessary, the JBC agree with both Parish Councils any requirement to secure further funding to enable the project to proceed.

79. Update Report – The report of the Clerk to the JBC was received and taken as read.

Business Plan Update

80. The Chairman invited members to advise him if they wished to support the drafting of the business plan.

District Councillors' Report.

81. The report was received and noted.

Neighbourhood Plan Steering Group (NPSG)

82. Neighbourhood Plan - Significant progress had been made in drafting the Neighbourhood Plan. It would be considered by the NPSG on 15 July 2020 before being put to the Parish Council on 23 July 2020.

83. Interim Policy Statement for Housing Development – Members would send any responses to the Clerk by 15 July for collation and forwarding to the District Council by 17 July 2020.

Southbourne Environment Group (SEG)

84. Last Meeting – The action notes of the meeting on 25 June 2020 were taken as read.

85. Re-Greening of Cooks Lane – The Council received a report on proposals to 're-green' Cooks Lane. The ideas would need to be taken forward as part of the business plan but the Council supported the proposals in principle.

Community Connections

86. The volunteers had been approached about possibly developing the Community Connections to become a 'volunteer pool' to contribute to Southbourne in diverse ways but there had not been an overwhelming response.

87. The mobile phone had not been used for Community Connections. 20 people had borrowed books from the Community Connections library. Consideration would be given to a potential for an art project in the village to acknowledge the unusual times. The Clerk would circulate a written report on the activities after the meeting.

Items for Future Meetings

88. Risk assessments for the car park and Recreation Ground and community art project.

Dates of Future meetings

89. Members agreed to additional meetings on 23 July 2020 and 11 August 2020. The possibility of moving the October meeting to 20 October 2020 was noted.

Chairman

The meeting finished at 22:25