

Clerk to the Council
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SOUTHBOURNE PARISH COUNCIL
Meeting held 11th July 2023

PRESENT: A. Tait (Chair) T. Bangert, L. Meredith, J. Money and N. Redman

IN ATTENDANCE: S. Hodgson (Clerk and RFO)
M. Carvajal-Neal (Deputy Clerk)
Cllr. A. Kerry-Bedell West Sussex County Councillor
8 Members of the Public

The meeting opened at 7.00pm.

47. CHAIRMANS INTRODUCTION AND WELCOME

The Chairman welcomed everyone and opened the meeting

48. APOLOGIES FOR ABSENCE.

Apologies had been received from Cllr. Riddoch who is on leave.

49. TO APPROVE AND SIGN THE MINUTES OF THE SOUTHBOURNE PARISH COUNCIL MEETING HELD ON THE 13th JUNE 2023

Members **AGREED** to **APPROVE** the Minutes of the Southbourne Parish Council Meeting held on the 13th June 2023 and they were duly signed by the Chairman

50. DECLARATIONS OF INTEREST.

MEMBERS AND OFFICERS ARE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY AND/OR ORDINARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THIS AGENDA AND ARE REMINDED THAT THEY SHOULD RE-DECLARE THEIR INTEREST BEFORE CONSIDERATION OF THE ITEM OR AS SOON AS THE INTEREST BECOMES APPARENT AND IF NOT PREVIOUSLY INCLUDED ON THEIR REGISTER OF INTERESTS TO NOTIFY THE MONITORING OFFICER WITHIN 28 DAYS

There were no Declarations at this time.

51. TO NOTE THE RESIGNATION OF COUNCILLORS R. TAYLOR AND P.GREEN ON MEDICAL GROUNDS

Members **NOTED** the resignation of Cllr. Philip Green and Cllr. Rober Taylor.

52. ADJOURNMENT FOR OPEN FORUM AND PRESENTATION OF THE SOUTHBOURNE PARISH COUNCIL ANNUAL COMMUNITY AWARDS

The Chairman Adjourned the meeting 7.02pm

None of the members of the public present wished to speak.

The Chairman presented the Annual Southbourne Parish Council Awards

52.1 Annual Southbourne Parish Council Chairman's Award 2023

This award is voted for by Councillors and this year's Chairmans Award was presented to

Jonathan Brown for the enormous amount of work and dedication he gave to the production of the Southbourne Neighbourhood Plan and his service to the community.

52.2 Annual Southbourne Community Award

This Award is voted for by members of the public. Having received a number of votes this years award was presented to David Thompson for his years of service to the 1st Southbourne Sea Scouts.

This year the judging panel made the decision to award two additional runner-up awards to

Bianca Carr and Lissie Pollard

Both are members of the Final Straw Foundation and have worked tirelessly to ensure our local coastline, beaches and water are clean and healthy.

The Chair thanked all the recipients for all their hard work and service to the community and for taking the time to attend the meeting and receive their awards.

Members **NOTED** the written statements from members of the public as previously circulated.

52.3 Pavements:

Correspondence had been received from a member of the public regarding an overgrown hedge on the pavement at Breach Avenue

Members advised that they wished to refer the issue to the Road Safety Group.

The Chairman reconvened the meeting at 7.14pm

53. CONSIDERATION OF REALIGNMENT OF COMMITTEES INCLUDING; DISBANDING THE FINANCE AND POLICY COMMITTEE, THE GREENSPACE AND COMMUNITY SERVICES COMMITTEE, REVIEWING THE TERMS OF REFERENCE FOR COUNCIL, CONSIDERATION OF THE MONTHLY REPORTS FROM OUTSIDE BODIES AND REAPPOINTMENT OF MEMBERS TO THE ALLOTMENT AND PLANNING COMMITTEES

Members **NOTED** the Clerk's report as previously circulated and considered the recommendations as follows:

53.1

To disband the Finance and Policy Committee and the Greenspace and Community Services Committee as of the 31st July 2023. This will allow the scheduled Greenspace and Community Services Committee Meeting to proceed on the 25th.

Members unanimously **AGREED** to disband the Finance and Policy Committee and the Greenspace and Community Services Committee as of the 31st July 2023

53.2

To bring the associated business of the two Committees to Full Council on an alternating basis. This means that at the September SPC meeting, any items previously undertaken by the Finance and Policy Committee will be reported to and considered by SPC. In October, items previously undertaken by the Greenspace and Community Services Committee will be reported to and considered by SPC. Both of these Committees already meet on a bi-monthly basis.

Members unanimously **AGREED** to bring the associated business of the two Committees to Full Council on an alternating basis.

53.3

To keep Planning as a stand-alone Committee and that it continues to meet every three weeks with all SPC Councillors to be appointed as Members of the Planning Committee.

Members unanimously **AGREED** to keep the Planning Committee as a stand-alone Committee and further **AGREED** that all SPC Members be appointed to the Committee.

53.4

That the arrangements for the Allotment Committee remain the same and continue to meet on a quarterly basis and to appoint a new Chairman following the resignation of Cllr. Taylor.

Members unanimously **AGREED** for the Allotment Committee arrangements to remain the same. Members further **AGREED** to appoint Cllr. Meredith as Chair for the Allotment Committee.

53.5

To review the Terms of Reference to reflect any associated changes.

Members unanimously **AGREED** for the Clerk to amend the Terms of Reference as required.

54. CLERK'S UPDATE

Members **NOTED** the Clerk's report as previously circulated.

54.1 TRO's The Crescent & Stein Road

54.1.1 The Crescent – this TRO is now out for public consultation.

54.1.2 Stein Road – At the last update it was reported that the application was still awaiting the support of the WSCC.

54.2 Proposal for 80th Anniversary D-Day commemoration event

A Member has proposed that SPC consider holding a community event next year to commemorate the 80th Anniversary of the D-Day landings.

Members **AGREED** to refer this to the Greenspace and Community Committee for the meeting on the 25th July with the recommendation to progress the organisation of the event as soon as possible.

54.3 Southbourne Junior School

Following a donation of CIL funding, Southbourne School would like to invite Members to attend the official opening of their new Nurture Cabin.

Members **AGREED** that Cllrs. Tait, Bangert and Money will attend.

54.4

The Clerk drew Members' attention to correspondence received from the Committee of the Southbourne Club. Their letter was in response to a request from the Road Safety Group (formally the Stein Road Working Group) to seek permission for the use of the Clubs car park during school drop-off and pick-up times to alleviate the congestion in Stein Road.

The response from the Southbourne Club was that they would be willing to discuss further if SPC insured the car park for the purpose and paid an annual maintenance fee.

Members **AGREED** to refer the letter back to the Road Safety Group for further consideration.

55. TO RECEIVE AND NOTE THE FOLLOWING REPORTS IF AVAILABLE:

- **WSCC COUNCILLOR'S BOURNE PARISHES REPORT**
- **CDC COUNCILLOR'S REPORT**
- **MONTHLY INSPECTORS REPORT**
- **CDALC**
- **BOURNES FORUM**

55.1 WSCC Councillor's Bourne Parish Report

Members **NOTED** the report as previously circulated.

55.2 CDC Councillor's Report

Members **NOTED** the report as previously circulated.

The Chairman thanked Cllrs. Bangert and Hickson for their report.

55.3.Monthly Inspectors Meeting

Members **NOTED** the report as previously circulated.

55.4 Bournes Forum

Cllrs. Money and Redman attended the meeting held on the 10th July. Due to the timescale, it was not possible to produce a written report so a verbal update was tabled at the meeting:

- There was a low turn-out with representatives
- Attendance included representation from the Parishes of Chidham and Hambrook, Fishbourne, and Westbourne
- Cllr. Plant was appointed Chair and Cllr. Redman Vice-Chair
- Meetings will continue to be held on a quarterly basis
- All parishes are at different stages in regard to the Bourne Road Speed Reduction Community Highways Scheme (CHS) and TROs, but all in support
- Task groups to be formed on back of meetings and guest speakers invited
- Next meeting 9th October 2023 to be held at Westbourne

56. TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING MEETINGS HELD ON THE 15th June 2023 and 6th July 2023. INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

56.1 There were no recommendations from the Planning Committee from the meetings held on the 15th June 2023 and Members **NOTED** the Minutes.

56.2 Members **NOTED** the minutes of the Planning Committee meeting held on the 6th July and considered the recommendations:

56.2.1

To consider additions and/or amendments to the Neighbourhood Plan Steering Groups Terms of Reference as follows:

That the wording-

“Non-parish residents with relevant skills on a consultative basis.”

be amended to

“Non-parish residents with relevant skills”. Therefore removing “in a consultative capacity”.

This was unanimously **AGREED**

56.2.2

That the wording-:

“This group will consist of the Chair, 3 councillors and 3 non-councillors as elected by the NPSG.”

be amended to

“This group will normally consist of the Chair, and up to 3 Southbourne Parish and/or District Councillors, one of which must be a Parish Councillor, and up to 3 non-councillors.”

This was unanimously AGREED

56.2.3

To consider the additions and/or amendments to the Planning Committees Terms of Reference

To Add

To request to the Secretary of State that a planning application be Called-In by making representation to any person(s) or authority required	Strategic Overview Committee Operational management Parish Clerk and Officers
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This was unanimously AGREED

56.2.4

Members **AGREED** to **ADOPT** the revised Terms of Reference for the Neighbourhood Plan Steering Group and the Planning Committee as amended.

57. TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE AND POLICY COMMITTEE MEETING HELD ON THE 5th JULY 2023 AND CONSIDERATION OF ANY RECOMMENDATIONS.

There were no recommendations and Members **NOTED** the Minutes of the Finance and Policy Meeting Committee held on the 30th May2023.

58. CONSIDERATION OF THE PROBLEMS IN THORNEY ROAD REGARDING PARKING AND LACK OF STRATEGIC GAPS TO PASS MIN 31.1 REFERS

Members **NOTED** the report as previously circulated.

During open forum at the SPC meeting on the 13th June 2023 - Min.31.1 refers, Members asked for this item to be placed on a future agenda for consideration. Following that meeting further information has been provided and circulated, which was **NOTED**.

During discussion some of the comments included:

- The problem is worse when there are events at the One Church
- Perhaps a one way system could be implemented when events are on so vehicles enter and exit from different ways
- Could yellow lines be implemented
- Yellow lines would affect people being able to park outside their home
- Should there be more passing gaps

Following discussion, it was **AGREED** that the Clerk would write to One Church to open up dialogue regarding the possible implementation of a one way system and to remind visitors to use the carpark when attending events. Members further **AGREED** to refer the matter to the Road Safety Group.

59. CONSIDERATION OF THE LOGO COLOUR PALETTE, IF AVAILABLE, AND REBRANDING

The Clerk circulated the coloured proof for the logo. Members **AGREED** to adopt the new logo and further **AGREED** for Officers to begin the re-branding process

60. DATE AND TIME OF THE NEXT MEETING

The next meeting will be held on **Tuesday 12th September 2023**

The meeting closed at 8.01pm