



Southbourne Parish Council

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SOUTHBOURNE PARISH COUNCIL Meeting held 9th April 2024

PRESENT: A. Tait (Chair), R. Humphrey, J Meredith, J. Money, N. Redman, R. Robinson-Kyle (until Min. 182.3), J. Walker.

IN ATTENDANCE: S. Hodgson (Clerk and RFO)
M. Carvajal-Neal (Deputy Clerk)
WSCC Cllr. Andrew Kerry-Bedell
1 Member of the Public

The meeting opened at 7.10pm

178. CHAIRMANS WELCOME AND INTRODUCTION

The Chair welcomed everyone and opened the meeting.

Cllr. Tait gave a brief update on an event she had been invited to attend as Chair of the Council.

Cllr. Tait attended the official opening of the Marina Farm Community Nature Site, by the Lord Lieutenant, Lady Emma Barnard. Extensive work has been undertaken to clear the area which had been neglected and overgrown. Cllr, Tait was very impressed with the improvements and work to protect the site and was pleased that SPC had made a contribution from CIL funding to support some of the re-wilding to beautify the area. Cllr. Meredith said she had previously visited the Farm and echoed Cllr. Tait's sentiments.

179. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllr. Bangert who is on leave and Cllr. Rosenberg who was unwell.

180. TO APPROVE AND SIGN THE MINUTES 12th MARCH 2024

Members **AGREED to APPROVE** the Minutes of the Southbourne Parish Council Meeting held on 12th March 2024 and they were duly signed by the Chairman.

181. 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.

182. ADJOURNMENT FOR OPEN FORUM

The Chair adjourned the meeting at 7.15pm for Open Forum

182.1

A written request had been received asking Members to consider planting a commemorative tree at the D-Day event to mark the anniversary.

Due to the timescales Members asked for this item to be referred to the D-Day Group online meeting on the 18th April 2024 for their consideration

182.2

A Member of the Southbourne Brownies had written to Council to highlight her concerns about litter as part of her effort to gain her "Speaking Out" badge. The Letter had been circulated to Members as part of their reports.

Members asked for this item to be referred to the D-Day Group online meeting on the 18th April 2024 to consider inviting the Brownies to design a series of anti-litter posters to highlight the problem.

182.3

A member of the public asked Members if anything could be done to combat the anti-social behaviour issues occurring by the newly installed bike rack at the station. She was disappointed that the installation, that was meant to be a positive contribution to the community, was being abused. Young people are congregating in the area, smoking illegal substances, drinking and littering. When challenged they become quite abusive.

Members asked for this to be placed on a future agenda for consideration. In the meantime, the Clerk will contact the local PCSO's to make them aware of the situation. The Vice Chair urged the member of the public to encourage as many people as possible to report the incidents to the Police. The more intel they receive the more action they can take.

182.4

The same member of public also asked why there wasn't a "switch of engine" sign on the north side of the railway but one on the south side. The Chair responded that there had been a number of signs erected on the north side but they kept being removed. The WSC Cllr. Andrew Kerry-Bedell was in attendance and said he would look into this.

182.5

The issue was raised about the need for a Lollipop Lady on Stein Road.

The Chair responded that WSCC have been advertising for the post for nearly 2 years but had not received any applicants. However, the issue would be referred to the Road Safety Group.

182.6

A member asked if some attention could be given to the Cherry Trees planted at the top end of Stein Road.

The Chair replied that these were planted by the SPC Environment Group and they would be asked to take a look at the trees.

182.7

Cllr. Kerry-Bedell gave a brief overview of his report and referred to EV Charging units, resurfacing, TRO's and school intake numbers. He also mentioned that he was sure Members were aware of all the flooding issues affecting large parts of West Sussex and to say that West Sussex County Council, the Fire & Rescue services and other agencies were doing all they could to assist.

The Chair thanked everyone for their comments and re-convened the meeting at 7.45pm

183. CLERK'S UPDATE

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

183.1 Update Southbourne FC re the request for compensation for scrapped goal posts.

The Clerk reported that to date no further communication has been received from Southbourne FC in response to the request for a copy of a receipt or invoice.

183.2 Drop in Surgery

The Clerk reminded Members of the arrangements for the April Drop in Surgery scheduled for Saturday 20th April to be held at St Johns Meeting Rooms between 10.00am and 12.00 noon.

183.3 Nominations for Chair and Vice Chair of the Council and of Committee appointments to be considered at the May meeting.

The Clerk reminded Members that at the May meeting they will be required to appoint a Chair and Vice Chair of the Council for the following year along with appointments to Committees and outside bodies. Ahead of the May meeting, Members were asked to give some thought as to nominees for the various positions and to consider if they wish to sit on any of the Committees.

The Chair also asked Members to think about Committee representation.

183.4 Prinsted

Members **NOTED** that there are mandatory gas works beginning on the 15th April throughout the Prinsted area. SGN will be setting up the wellbeing cabin alongside the hedge by Harbourside throughout the duration of the works which are scheduled to last approximately 2 months. The Clerk has notified the Sea Scouts but has not received any acknowledgment.

183.5 Bus Shelter – Bramley Garden

The Clerk reported that the bus shelter on Main Road at the bottom of Bramley Gardens has been vandalised. CDC Cleansing have been asked to clear the glass and the Contract Caretaker will also take a look when he is next available. The Clerk will obtain some quotes for repair/replacement (depending on the extent of the damage) and liaise with CDC Officers to see if the remaining NHB funds can be used to cover any costs. The findings will be reported back to Members for consideration and a decision on how to proceed.

184. TO RECEIVE AND NOTE THE FOLLOWING REPORTS IF AVAILABLE INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS:

- **WSCC COUNCILLOR'S BOURNE PARISHES REPORT**
- **CDC COUNCILLOR'S REPORT**

184.1 WSCC Councillor's Bourne Parishes Report

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

184.2 CDC Councillors Report

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

185. TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETINGS HELD ON THE 14th MARCH 2024 AND 4th APRIL 2024, INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS.

185.1 Members **NOTED** the minutes of the Planning Committee Meeting held on 14th March 2024

185.2 Members further **AGREED** to the recommendation to disband the Neighbourhood Plan Steering Group.

185.3 Members **NOTED** that the minutes of the Planning Committee Meeting held on 4th April 2024 were not available prior to circulation of the reports. Therefore, as there are no recommendations for consideration, it was **AGREED** to receive the minutes at the next meeting.

186. TO RECEIVE AND NOTE THE NOTES OF THE ALLOTMENT COMMITTEE MEETING HELD ON THE 29th FEBRUARY 2024 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

There were no recommendations and Members **NOTED** the Minutes of the Allotment Committee meeting held on the 29th February 2024

187. TO NOTE AND RECEIVE THE MINUTES OF THE SOUTHBOURNE ENVIRONMENT GROUPS MEETING HELD ON THE 14TH MARCH 2024 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Minutes of the Southbourne Environment Group meeting held on the 29th February 2024 and further **NOTED** the Expenditure as detailed under Minute 4

188. FURTHER CONSIDERATION ON HOW TO MITIGATE FLOOD RISKS TO IDENTIFIED AREAS IN SOUTHBOURNE INCLUDING:

- **UPDATE FROM CLLR. MONEY ON PROGRESSION OF FLOW CHART- MIN 149.1 REFERS**
- **UPDATE ON REQUEST BY MEMBERS TO CONTACT WSCC RE FLOOD REPORTS - MIN. 149.1 REFERS**
- **UPDATE ON PROPOSAL OF MEETING WITH VOLUNTEERS OF SLIPPER POND - MIN.149.2 REFERS**
- **UPDATE ON OPERATION WATERSHED INCLUDING RESPONSE FROM CHIDHAM & HAMBROOK PC TO WORK COLLABORATIVELY ON A MITIGATION REPORT FOR NUTBOURNE AND CONSIDERATION OF WAY FORWARD – MIN 149.3 REFERS**

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- **TO NOTE THE RETURN OF FUNDS TO WSCC OF FUNDS FOR OPERATION WATERSHED LUMLEY**

181.1 Update from Cllr. Money on progression of flow chart- Min 149.1 refers

Cllr. Money has not been able to complete the flow-chart so it was **AGREED** to defer to a future agenda item. Rather than keep adding to the agenda and deferring the Clerk will await receipt of the flow chart and present to Members when ready.

181.2 Update on request by Members to contact WSCC re flood reports - Min. 149.1 refers

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

Members were pleased to **NOTE** that the WSCC Highways are now logging flooding incidents and that although Highways and the flood risk management team currently have separate databases there are plans to consolidate them in the future. The Clerk will ask for copies of the reports when they are amalgamated and available.

181.3 Update on proposal of meeting with volunteers of Slipper Pond - Min.149.2 refers

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

181.4 Update on Operation Watershed including response from Chidham & Hambrook PC to work collaboratively on a mitigation report for Nutbourne and consideration of way forward – Min 149.3 refers

Members **NOTED** that Chidham & Hambrook Parish Council have agreed to a joint parish initiative to work collaboratively on a mitigation report.

It was **AGREED** that Cllrs Tait, Money and Robinson-Kyle will represent SPC and for the Clerk to now arrange a mutually convenient meeting to formally set up the working group and to discuss the Terms of Reference.

Cllr. Money asked if there was any information regarding Operation Watershed apart from the info on the WSCC Website. The Clerk invited Cllr. Money to meet with her at the office and she would help answer any of his questions and queries.

181.5 To Note the return of funds to WSCC of funds for Operation Watershed Lumley

Members **NOTED** that the remaining funds of £71,891.00 for Operation Watershed Lumley held in EMR has been returned to WSCC as per the terms and conditions.

182 RECREATION GROUND INCLUDING:

- **FURTHER CONSIDERATION ON PROJECTS/ENHANCEMENTS IN RELATION TO UTILISATION OF SECTION 106 MONEY INCLUDING UPDATE ON REQUEST OF VARIATION - MIN 150.1 REFERS**
- **CONSIDERATION ON REPAIRS TO PAVILION ROOF - MIN 150.2 REFERS**
- **TO NOTE PLAYGROUND QUARTERLY INSPECTION**
- **REVIEW OF LICENCES FOR FOOTBALL PITCH AND PAVILION FOR 2024/25 SEASON**

182.1 Further consideration on projects/enhancements in relation to utilisation of section 106 money including update on request of variation - Min 150.1 refers

The Deputy Clerk updated Members of the progress of the Request of Variation. CDC had provisionally agreed to the changes and the request was now with the developers.

182.2 Consideration on repairs to Pavilion roof - Min 150.2 refers

Members **NOTED** the Clerks report as previously circulated and **AGREED** for new quotations to be obtained for a new pavilion roof without the Velux windows.

Cllr. Robinson-Kyle left the meeting at 8.13pm

182.3 To note Playground Quarterly inspection

The Clerk reported that the quarterly Inspection report had not been received as expected and she will continue to chase Vitaplay for an update on the delay.

182.4 Review of licences for football pitch and pavilion for 2024/25 season

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

Member **AGREED** to continue to offer a Licence for use of the Pavilion and Recreation Ground for the 2024/25 season and instructed Officers to begin the process for applications with a submission deadline of 31st May 2024.

182.5 To note the incident at the pavilion captured on CCTV

Member **Noted** the Clerks report as previously circulated.

183. UPDATE ON PRINSTED AREA INCLUDING RESPONSE FROM LATEST CORRESPONDENCE TO THE SEA SCOUTS

Members **Noted** the Clerks report as previously circulated.

The Sea Scouts have agreed to a round table discussion to try to resolve the ongoing disputes and enable the proposed projects to progress.

Following discussion, Members **AGREED** for Surrey Hills to make the necessary arrangements and to facilitate the meeting. When the Clerk is in receipt of any potential dates the Clerk will circulate and ask for confirmation of Members attendance.

184. PROJECTS – INCLUDING UPDATE AND REVIEW OF ALL ONGOING ACTIVITIES, POTENTIAL FUTURE PROPOSALS AND IMPACT ON DAY TO DAY DUTIES

Members **NOTED** the updated project spreadsheet as previously circulated.

The Chair asked if the Deputy Clerk required any assistance liaising with the proposed installers of the village signs. It was **AGREED** that the Chair would peruse this in liaison with the Clerk.

Cllr. Redman asked about the potential project re the Rail Bridge crossing. The Chair responded and advised that this is something that has been discussed under the Planning Committee as there may be an opportunity with potential developers. There had been an informal discussion with Network Rail as there is also S106 funds available. A report of these discussions had been presented to the Planning Committee. However, this is a work in progress and currently at the preliminary stage. Should any project develop Network Rail would lead but would still require considerable input from SPC.

The Clerk stated that the reason for the detailed spreadsheet, was to highlight to Members the current workload of Officers and to ask them to be mindful of this when considering new projects going forward. All Members **AGREED** that they would not like to inadvertently overload any Officer and requested that they be kept up to date.

185. FRIENDS OF THE HAM BROOK - TO RECEIVE A REPORT FROM CLLR. MONEY REGARDING ENVIRONMENTAL REGENERATION OF THE AREA AND TO CONSIDER A PROPOSAL FOR SPC TO WORK/SUPPORT THE GROUP

Cllr. Money had not been able to present a report but gave a brief review of the Friends of the Ham Group (FROTH). Members felt that it would be valuable to have FROTH's input in relation to the work to be undertaken by the Operation Watershed Nutbourne Working Group.

Members **AGREED** to refer this to the new working group for their consideration for potential involvement.

186. UPDATE ON ARRANGEMENTS FOR THE D-DAY EVENT INCLUDING: TO APPROVE ANY PAYMENTS OR COSTS AND REVIEW OF ACTION POINTS FROM LAST ONLINE MEETING AND TO NOTE DATE FOR NEXT ONLINE MEETING SCHEDULED FOR 18th APRIL 2024

Members **NOTED** the Clerks report as previously circulated and were reminded to try and complete their action points prior to the group meeting on the 18th April.

The Chair advised Members that the meeting was in fact face to face and **NOT** online and would be held at the Sutcliffe Room at the Village Hall.

187. CONSIDERATION OF NOTIFICATION FROM THE SOUTHBOURNE VILLAGE HALL TRUSTEES TO INCREASE THE ANNUAL OFFICE RENT FOR THE PARISH OFFICE BY 5% EQUATING TO AN ADDITIONAL £175.00 PER ANNUM AS OF 1st APRIL 2024.

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

Following discussion Members **AGREED** to **APPROVE** the increase with the budget shortfall to be met from Reserves. Members asked for a request to be made to the Village Hall Trustees for notification of any intended changes to the rent to be made to SPC prior to them setting the budget as had been done in the past.

189. DATE AND TIME OF NEXT MEETING

The next meeting is scheduled for Tuesday 14th May 2024. Cllr. Meredith gave her apologies in advance.

The meeting closed at 8.30pm