

Clerk to the Council  
Sheila Hodgson  
[clerk@southbourne-pc.gov.uk](mailto:clerk@southbourne-pc.gov.uk)

[www.southbourne-pc.gov.uk](http://www.southbourne-pc.gov.uk)

---

**SOUTHBOURNE PARISH COUNCIL**  
**Meeting held 11<sup>th</sup> April 2023**

**Present:** Cllrs: L. Hicks (Chair), T. Bangert, P. Green, L. Meredith, N. Redman, A. Tait, B. Taylor and P. Thorne.

**In Attendance:** S. Hodgson (Clerk and RFO)  
Cllr. J. Brown Chichester District Councillor  
Cllr. A. Kerry-Bedell West Sussex County Councillor  
1 Member of the Public

***The meeting opened at 7.02pm.***

**192. CHAIRMANS INTRODUCTION AND WELCOME.**

The Chair opened the meeting and read out the following statement:

*“Welcome to all, Councillor’s and members of our community. I hope you had a good Easter and were able to enjoy the sunny weather.*

*In particular, I would like to welcome our WSCC Councillor, Andrew Kerry-Bedell and our two CDC Councillor’s, Tracie Bangert and Jonathan Brown.*

*Andrew is extremely active on our behalf, and we appreciate the work involved in producing monthly reports for all his six Parish Councils. We will be considering his latest report under Agenda Item 7.1.*

*Tracie was elected as one of our two CDC representatives four years ago and will be standing again next month. We thank her for all her efforts on our behalf and wish her well.*

*That brings me to Councillor Jonathan Brown. We are sad to realise that after 8 years as one of our CDC Councillors this will be his last meeting representing Southbourne. Over the years Jonathan has worked tirelessly on behalf of the Parish Council and all our residents and we owe him a great debt of gratitude for all he has achieved. In particular his involvement with all three of the Southbourne Neighbourhood Plans, initially as a member of the Steering Group and then as Chair of the SG for the last three years, has required considerable effort and diplomacy; the fact that our NP3 is now approaching Examination and therefore carries more weight as a local planning document is a testament to his success.*

*I am sure that you would all like to join me in wishing Jonathan all the best for the future.*

*Some of you might have noticed that I am wearing the SPC Chain of Office this evening; I will also be wearing it with pride on Wednesday, 3 May, when I have been invited to a Garden Party at Buckingham Palace to celebrate the Coronation of King Charles III as a representative of our Parish Council and all the Southbourne community.”*

**193. APOLOGIES FOR ABSENCE.**

There were no apologies for absence.

**194. TO APPROVE AND SIGN THE MINUTES OF THE SOUTHBOURNE PARISH COUNCIL COMMITTEE MEETING HELD ON 14<sup>th</sup> MARCH 2023.**

Members **AGREED** to **APPROVE** the Minutes of the Southbourne Parish Council Meeting held on the 14<sup>th</sup> March 2023 and they were duly signed by the Chair.

**195. DECLARATIONS OF INTEREST.**

There were no declarations.

**196. ADJOURNMENT FOR OPEN FORUM.**

There were no requests to speak and no written statements had been received.

**197. CLERK'S UPDATE.**

Members received and **NOTED** updates from the Clerk as previously circulated and **NOTED** the additional updates as reported:

**197.1** Members **NOTED** that the new Administration Assistant will be joining SPC on the 17<sup>th</sup> April 2023. They further **NOTED** the Clerk's report regarding Officer and Members working hours.

**197.2** Members **NOTED** that the Deputy Clerk has successfully completed her ILCA Training and wished to pass on their congratulations.

**197.3** Members **NOTED** the response from CDC regarding the PSPO Dog review.

**197.4** Members **NOTED** that the new Cabin at Southbourne Infant School Head, funded by SPC, will be officially opened after the School Easter Break.

**197.5** Members **NOTED** that arrangements have been made for the CDC Supporting You team to use of the Sutcliffe Room to hold a session at no cost. Officers from both Councils are liaising to arrange a date.

**197.6** CIL funding Min. 180 refers. Members **NOTED** the Clerk's update as detailed in her report.

**197.7** Election - Members **NOTED** that Southbourne received 8 nominations for the forthcoming election and therefore there is no requirement for an election. There are 5 remaining vacancies. The Council will be quorate and able to carry out the business of the Parish. However, the Parish Council needed 9 appointed Members to enable them to adopt the Power of General Competence. This means that the next SPC administration will not be able to adopt the Power of General competence and will only be able to undertake what legislation requires or permits.

**198.T0 RECEIVE AND NOTE THE FOLLOWING REPORTS IF AVAILABLE:**

- **WSCC COUNCILLOR'S BOURNE PARISHES REPORT**
- **CDC COUNCILLORS' REPORT**
- **CDALC REPORT**
- **INSPECTOR'S MONTHLY MEETING INCLUDING CONSIDERATION OF ATTENDANCE FOR THE APRIL MEETING**
- **OUTLIERS REPORT**

**198.1 WSCC Councillor's Bourne Parishes Report.**

Members **NOTED** the report as previously circulated

**198.1.1 Bourne Community Bus:** A Member asked if SPC had made any provision in the budget for future contributions to the Community Bus. The Chair of the Finance & Policy Committee confirmed that money for the project had been previously earmarked and was being met from CIL earmarked reserves.

**198.1.2 Bourne Heritage Trail:** The Chair of the Finance & Policy Committee reminded Cllr. Kerry-Bedell that an official approach to SPC had yet to be made for a request for any funding contribution for the Heritage Trail. SPC would not make any decision until this had been received.

**198.1.3 Potholes:** Cllr. Kerry-Bedell was thanked for providing the contact numbers and details for reporting potholes but was concerned about the state of the roads around the Bourne College. The potholes are now extremely dangerous and there have been incidents of students coming off bikes and injuring themselves.

Cllr. Kerry- Bedell reported that WSCC are taking a more pro-active response to the situation which is encouraging. However, seven thousand potholes were reported in one month. The potholes are being reviewed with those causing an immediate threat being prioritised.

**198.1.4 Safer Roads for Schools:** Cllr. Kerry-Bedell confirmed that the information within his report could be passed on to the local schools. This will be actioned by Officers.

**198.1.5 Bourne Road Speed Reduction Spreadsheet:** Cllr. Thorne offered to complete the spreadsheet on behalf of Southbourne Parish council. This was unanimously **AGREED**.

The Chair thanked Cllr. Kerry-Bedell for his informative and detailed report.

**198.2 CDC Councillor's Report.**

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

**198.2.1 Social Prescribing:** Cllr. Bangert further reported that she had met with the new Southbourne Social Prescriber and feels this initiative is a great asset for the community. Any Councillor who wishes to help and get involved will be welcome.

**198.2.2 Hyde Housing:** A Member asked for more detail on the 2050 Review. Cllr. Bangert reported that the review will involve Hyde listing their assets and consider what they will be doing with them, i.e., dispose or develop. There will be more detail to follow at a later date.

**198.2.3 Proposal for Penny Lane:** A Member asked if it had been noted by CDC that the proposal is contrary to the Southbourne Neighbourhood Plan. Cllr. Bangert confirmed that this has been flagged up.

The Chair thanked Councillors Bangert and Brown for their informative and detailed report.

**198.3 CDALC.**

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

There were no further comments.

**198.4 Inspector's Monthly Meeting including consideration of attendance for the April Meeting**

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

A Member stated that she thought the monthly meetings were set up to be more localised and address local issues. The Chair confirmed that attendance was widespread and she felt that the meetings were not fulfilling the need as initially hoped.

Cllr. Tait offered to attend the April Meeting which is due to be held on the 27<sup>th</sup> April 2023. This was unanimously **AGREED**.

**198.5 Outliers Report.**

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

**199. TO RECEIVE AND NOTE THE MINUTES OF THE GREENSPACE AND COMMUNITY SERVICES MEETING HELD 28<sup>th</sup> MARCH 2023 AND CONSIDERATION OF ANY RECOMMENDATIONS.**

Members **NOTED** the Minutes of the Extraordinary Greenspace and Community Services Meeting held on the 28<sup>th</sup> March 2023.

Members Considered the Recommendation for a Member to be appointed to undertake the role of coordinating the arrangements for the summer fete (Sussex Day Fete) in collaboration with Officers.

Cllr. Tait offered to undertake this role and this was unanimously **AGREED**.

Cllr. Tait will liaise with Officers regarding expenditure of the agreed budget of £3,000.00 with all costs to be Ratified by the relevant Committee.

**200. TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON THE 23<sup>RD</sup> MARCH 2023 AND CONSIDERATION OF ANY RECOMMENDATIONS.**

Members **NOTED** the Minutes of the Planning Committee Meeting held on 23<sup>rd</sup> March 2023.

There were no recommendations to consider.

**201. TO RECEIVE THE MINUTES OF THE JOINT BURIAL COMMITTEE MEETING HELD ON 27<sup>th</sup> MARCH 2023 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS.**

Members **NOTED** that the Minutes of the meeting were not yet available. This was due to staff holidays. The Minutes will be presented at the May meeting.

## **202. STREETLIGHTING - CONSIDERATION OF JOINING THE WSCC PFI SCHEME AND ASSOCIATED COSTS FOR UPGRADE TO SINGLE COLUMN.**

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

The Clerk reported that CDC had confirmed that the cost to upgrade the final lighting column that was previously missed, could be met from CIL monies.

Following discussion Members unanimously **AGREED** to proceed with the quotation to upgrade the single lighting column at a cost of £1453.04 to be met from CIL funding.

Members further unanimously **AGREED** that following the upgrade SPC would proceed with joining the PFI scheme.

## **203. CONSIDERATION OF A PROPOSAL FOR REPAIRS TO THE SHED ROOF AT A COST OF £270.00 INCLUDING IDENTIFICATION OF BUDGET FOR ASSOCIATED COSTS.**

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

Members unanimously **AGREED** to proceed with the repair to the shed at a cost of £270.00 to be funded from the Council Activities Maintenance budget.

## **204. TO CONSIDER THE RESPONSE FROM THE SEA SCOUTS RELATING TO THEIR APPLICATION TO THE LAND REGISTRY FOR ADVERSE POSSESSION AS REFERRED TO IN THE MINUTES OF THE GREENSPACE AND COMMUNITY ENGAGEMENT MEETING 28<sup>TH</sup> MARCH 2023 MIN. 75.2.2 REFERS, INCLUDING CONSIDERATION OF A FORMAL RESPONSE AND TO APPROVE ANY ASSOCIATED LEGAL COSTS TO BE FUNDED FROM THE LEGAL FEES BUDGET.**

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

Members were extremely disappointed that the Sea Scouts had not been prepared to withdraw their application for Adverse Possession for the area known as "the triangle" at Prinsted. The Chair had hoped that this could have been settled amicably and was further saddened that the Sea Scout representative had not mentioned their intention at any of the Task and Finish meetings. The Task and Finish Group had been set up to forge links with the residents and community of the Prinsted area and this did not reflect the aim of those meetings.

Members **NOTED** that SPC has instructed their solicitors to contest the adverse application with the Land Registry Office but were concerned that the application may have an effect on the proposal from the Task and Finish Group to apply for a "Change of Use" of the area that would allow a disabled parking bay to be installed and to formalise an agreement over the use of the triangle with the Sea Scouts.

A Member asked if the Sea Scouts were aware that if they were successful in their adverse application they too would be governed by the same restrictions of the covenant and would be obliged to maintain the area as part of the Open Space Act.

Following discussion Members unanimously **AGREED** for the Clerk to continue to seek the services of an independent company to establish the precise boundaries of the area. (Greenspace and Community Services 30<sup>th</sup> Nov 2022 Min. 59 refers.)

Members unanimously **AGREED** for the Clerk to write a formal response to the Sea Scouts expressing SPC's disappointment and to politely remind them that the piece of land without a change of use would have limited function.

**205.TO NOTE THE WSCC REVISED SPEED LIMIT POLICY AS PREVIOUSLY CIRCULATED.**

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

There were no further comments.

**206.CONSIDERATION OF THE WEST SUSSEX COUNTY COUNCIL ANNUAL POST-16 TRANSPORT POLICY STATEMENT CONSULTATION.**

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

There were no further comments.

**207.CONSIDERATION OF THE BRANDING CONCEPT AND DESIGNS AS PROVIDED FOLLOWING THE RECENT SITE VISIT ON THE 28<sup>th</sup> FEBRUARY 2023.**

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

Cllr. Thorne reported that the site visit with the designer had been very productive. The conceptual designs were put together before the site visit based on an online meeting and a brief previously given to the designer. Having now visited Southbourne, the concept design if agreed would be developed further.

Following an in-depth discussion, Members unanimously **AGREED** to **APPROVE** the concept design.

Members further **AGREED** for the Clerk to make arrangements for the designer to now enhance the design based on his findings from the site visit and to also incorporate some ideas from Members:

Top half:

- Silhouette the Downs
- Make the bird smaller
- Bigger church
- Include the trees known as "the memorial clump"

Bottom half – no change

Incorporate some rail tracks through the middle section.

**208. TO NOTE THE DATE AND TIME OF THE NEXT MEETING - TUESDAY 9<sup>th</sup> MAY 2023 AT 7.00PM.**

Members **NOTED** the date and time of the next meeting.

***The Chairman Closed the meeting 8.22pm.***