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**SOUTHBOURNE PARISH COUNCIL**  
**Meeting held 13<sup>th</sup> December 2022**

**Present:** Cllrs: L. Hicks (Chairman), T. Bangert, P. Green, D. James, L. Meredith, N. Redman, D. Riddoch, A Tait, R. Taylor and P. Thorne

**In Attendance:** S. Hodgson (Clerk and RFO)  
M. Carvajal-Neal (Deputy Clerk)  
Cllr Andrew Kerry-Bedell West Sussex County Council

*The meeting opened at 7.00pm*

**123. CHAIRMANS INTRODUCTION AND WELCOME**

The Chair welcomed everyone and opened the meeting.

**124. APOLOGIES FOR ABSENCE**

There were no apologies.

**125. TO APPROVE AND SIGN THE MINUTES OF THE SOUTHBOURNE PARISH COUNCIL COMMITTEE MEETING HELD ON 8<sup>th</sup> NOVEMBER 2022**

Members **AGREED** to **APPROVE** the Minutes of the Southbourne Parish Council Meeting held on the 8<sup>th</sup> November 2022 subject to minor typos. These amendments were made in accordance with procedures and they were duly signed by the Chairman.

**126. DECLARATIONS OF INTEREST.**

There were no Declarations of Interest at this time.

**127. ADJOURNMENT FOR OPEN FORUM**

There were no Members of public in attendance.

**128. CLERK'S UPDATE**

Members received and **NOTED** updates from the Clerk as follows:

**128.1 TRO Prinsted Lane**

Members **NOTED** the update from West Sussex County Council:

*Please be advised that following a successful Formal Consultation, I can confirm that a works instruction to implement the new Double Yellow Lines within Prinsted Lane (at the junction with Frarydene) has been raised.*

*This works instruction has been passed to our Highway Maintenance Contractor, on a 6-week priority.*

*Implementation may take place at any time within this 6-week period, although road marking works are currently weather dependant.*

### **128.2 Grants**

Members are asked to **NOTE** that thank you notes had been received from recipients awarded grants.

### **128.3 Lifebuoys**

Members **NOTED** that this is being progressed and the Clerk is awaiting further instruction from CHC.

### **128.4 Register of Interest**

Members **NOTED** the Clerk's report that CDC have asked for an update of Councillors Register of Interest Forms. Members were asked by the Clerk to advise of any amendments or additions.

### **128.5 Operation Watershed**

The Clerk gave a brief verbal update as follows:

#### **Operation Watershed Nutbourne**

WSCC – do not think there is any value in a rejig of the 2019 OPUS report. The WSCC Flood Risk Manager for the County felt that the survey would have taken into account predicted climate change when preparing the report and would not require a lot of revision. However, it was suggested that it may be useful speaking with OPUS to see if it is worth taking a look at the UKCP19 projection and asking if this needs updating.

WSCC are keener to work on physical projects to reduce ground and flood risk. Operation Watershed money can only be used for surface flooding or ground saturation. It cannot be used for anything relating to sewage or foul water as this is the remit of Southern Water. Any underspend needs approval of WSCC before utilising.

Members asked for the 2019 Opus report to be circulated for them to decide if they wished to take any further action.

#### **Operation Watershed – Lumley**

The local resident group who initiated and undertook the original project are now in liaison with the Environment Agency. They will be liaising directly with West Sussex County Council regarding utilising any remaining funds.

### **128.6**

The Clerk had been asked by a member of the public to share with Members details of an informal meeting of a local Gardening Club in January. Details will be emailed for information.

### **129. TO RECEIVE AND NOTE THE FOLLOWING REPORTS IF AVAILABLE:**

- **WSCC COUNCILLOR'S BOURNE PARISHES REPORT**
- **CDC COUNCILLOR'S REPORT**
- **PCSO'S REPORT**
- **OUTLIERS REPORT**
- **WSALC REPORT**
- **PATIENT PARTICIPATION GROUP**
- **PCC FORUM**
- **CHICHESTER SOUTH – MONTHLY INSPECTORS MEETING**

## **129.1 WSCC Councillors Bourne Parish Report**

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

The Chair thanked Cllr. Kerry-Bedell for his report.

### **129.1.1**

Cllr. Kerry-Bedell reported that the Speed Reduction Group would require one more meeting to discuss enforcement and implementation.

### **129.1.2**

Cllr. Thorne asked if the work undertaken by the Speed Reduction Group would overtake the work being undertaken by the Parish Council in regard to Stein Road, Cllr. Kerry-Bedell advised the two projects were separate.

Cllr. Hicks is in the process of analysing the responses to the Stein Road questionnaire that was undertaken by SPC.

### **129.1.3**

Cllr. Thorne further asked if it would be feasible to incorporate the proposed TRO for Prinsted, which was to be considered under Agenda Item 9, within the WSCC TRO as this would also require the support of Cllr. Kerry- Bedell. Cllr. Kerry-Bedell advised this would be the best course of action.

### **129.1.4**

Cllr. Meredith felt that the likelihood of drivers adhering to the proposed speed limits in woodland area would be minimal. This will be considered further at the next Speed Reduction Group.

The Chairman asked all Members that going forward, should they think of any further points that they would like to raise, to address them to Cllr. Taylor as the SPC representative on the Speed Reduction Group to take to their next meeting.

### **129.1.5**

The Chairman referred to the update of Youth Provision and advised Cllr. Kerry-Bedell that this would be considered further by the Parish Council's Greenspace and Community Services Committee.

### **129.1.6**

Members **AGREED** that the report relating to Covid statistics would be considered at a future meeting. In the meantime, Cllr. Bangert would take the matter up with CDC as a District Councillor and report back at that meeting.

### **129.1.7**

Cllr. James raised his concerns relating to sewage water and its effect on Southbourne Residents and asked what SPC could do to help move the petition along. It was **AGREED** to pick this up under Agenda Item 14.

### **129.1.8**

The Chairman referred to the reference regarding additional funding for the Bourne Heritage Trail and advised Cllr. Kerry-Bedell that the business plan would be considered by the Finance & Policy Committee at their next meeting when considering budgets for 2023/24. There was no additional funding available for this financial year.

The Chairman thanked Cllr. Kerry-Bedell for his report and Members for their comments.

## **129.2 CDC Councillors Report.**

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

### **129.2.1**

Cllr. Bangert reported that there were no confirmed dates regarding the EV Charging consultation or the Parliamentary Boundary Review.

### **129.2.2**

Cllr. James asked if CDC were funding Think Family again. Cllr. Bangert responded that there is no decision yet.

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

## **129.3 PCSO's report**

No report

## **129.4 Outliers report**

Cllr. Taylor gave a brief update on his area.

He reported that the potholes within his outlier's area were causing problems for ambulances and the Parish as a whole. He was asked to report any potholes via the WSCC website (no longer Love West Sussex, click on Roads and Travel) and urge as many residents as possible to do the same.

## **129.5 WSALC Report**

Members **NOTED** Cllr. James report as previously circulated.

## **129.6 Patient Participation Group**

Cllr. Taylor attended the meeting and gave a brief update.

The main body of the meeting was about staff changes and new staff appointments. He was surprised that given the number of new resources, patients were still finding it extremely difficult to contact the surgery or get an appointment. He felt the meeting was rushed and no time was given for questions. He was very disappointed with the meeting and hoped for an improvement at the next one which is scheduled for early spring 2023.

The Chairman commented that one of the chief topics raised at drop in surgeries by residents related to problems encountered at the surgery. This included delays in getting prescriptions. The Chairman felt that this was a priority of SPC to try and address.

## **129.7 PCC Forum**

Members **NOTED** Cllr. Thorne's report as previously circulated.

### **129.7.1**

Members **AGREED** for the online Survey referred to within the report to be put on the website.

## **129.8 Chichester South – Monthly Inspectors Meeting**

Members **NOTED** the associated reports as previously circulated.

Members were asked to consider attendance at meetings going forward. Following discussion, it was **AGREED** that meetings would be attended by the Clerk and either Cllr. Bangert, Hicks, James or Thorne, depending on the date and time.

The next meeting is scheduled for January. The Clerk will advise the date and time.

**130. TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON THE 17<sup>th</sup> NOVEMBER 2022 AND 8<sup>th</sup> DECEMBER 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS**

Members **NOTED** the Minutes of the Planning Committee meeting held on the 17<sup>th</sup> November 2022 and 8<sup>th</sup> December 2022.

There were no recommendations to consider.

Cllr. James thanked the Chair of the Planning Committee for circulating the spreadsheet she had produced listing planning permissions granted or pending and found it very useful.

The Chairman wished to thank Cllr. Tait for her excellent Chairing of some difficult and full meetings. She further thanked her and the Planning Committee Clerk for all the hard work she and Cllr. Tait undertook in preparing for the meetings to ensure they ran so smoothly and efficiently.

**131.TO RECEIVE AND NOTE THE MINUTES OF THE GREENSPACE AND COMMUNITY SERVICES MEETING HELD ON THE 30<sup>th</sup> NOVEMBER 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS**

Members **NOTED** the Minutes of the Greenspace and Community Services Committee meeting held on the 30<sup>th</sup> November 2022

Members considered the following recommendations 3,4,5, 8 and 9 as previously recommended by the Task & Finish Group (Prinsted Area):

**131.1**

**Recommendation 3.** *For SPC to enact a Bye Law that would prohibit overnight camping in the areas SPC hold in Trust with the additional recommendation to trial the installation of a sign and monitor its effectiveness before undertaking the expenses of enacting a Bye law.*

Members felt that the installation of a sign would be enough of a deterrent and acknowledged that should a Bye Law be introduced there would be difficulty enforcing it. Therefore, it was proposed that in the first instance, costs for relevant signage be sought and brought back to a future meeting for approval and identification of budget.

This was **AGREED**.

Members further **AGREED** to monitor the situation and review if necessary.

Members **AGREED** to consider recommendations 4 and 5 together.

**131.2 Recommendation 4.** *For SPC to identify funding to smarten the area held in Trust. Access to the foreshore pathways by both the footpath and the slipway needs repair as both routes present trip hazards and are unsafe for wheelchair users. The gravel areas need to be refreshed, probably with some form of grid work underneath to hold the gravel in place. Funding is also required to repair and possibly terrace the bank on the south side of the road. SPC should continue to liaise with CHC to keep*

SPC 13<sup>th</sup> Dec 2022

*the hedges trimmed outside of the bird nesting season. With the additional recommendation to consider funding any related expenditure from CIL funds.*

**131.3 Recommendation 5.** *Delineate 1 disabled parking spot next to the slipway. The remaining areas should continue to be used as at present (but with no overnight camping) at least until the legal status of the land is concluded (see recommendation 9).*

It was reported that the gravelled area is in need of repair and the whole area will need tidying to allow the allocation of a disabled parking bay.

Following discussion Members **AGREED** for Officers to arrange site visits from three contractors to meet with the Clerk and Cllr. James to consider the requirements for both recommendations and quote for undertaking the work.

Members will consider the quotes and then make the decision whether the associated costs should be met from CIL funds. Members further **NOTED** that the Prinsted area had already been added to the IBP CIL project list but no value had been estimated.

**Recommendation 8.** *SPC to liaise with the Sea Scouts to tidy the boat park area and to dispose of boats and equipment that is no longer useable. Members **AGREED** the recommendation. Members further **AGREED** for the Chairman to draft a letter to the Sea Scouts for approval by the Committee.*

Following this recommendation, it has since been brought to SPC's attention that the Sea Scouts have applied to the Land Registry for adverse possession of the triangle area at Prinsted. The Clerk reported the following legal advice given:

*"Regarding the adverse possession claim, it is the usual process that when an application is put in and the land registry has had the opportunity to review it, if they believe there may be a claim you will be served with notice and parties have the opportunity to make representations as to the claim. Therefore, it is highly likely that if the Scouts do continue with their claim for adverse possession, you will be notified and be given the opportunity to comment/object."*

The Clerk further reported that an application for an extension had been made to allow further time for comment.

Members were disappointed that the Sea Scouts had not referred to their application to the HM Land Registry at any time during the Task & Finish Group meetings.

Members **AGREED** that in light of this information a meeting be arranged with the Sea Scouts in the New Year. It was further **AGREED** that Cllrs. Hicks, James and Thorne would attend.

**Recommendation 9.** *For SPC to commence the necessary legal proceedings to change the use of the land held in Trust so that it can continue to be used for controlled parking. This will minimise any adverse effects on the remainder of Prinsted and is the best use of the land for the vast majority of residents.*

Cllr. James reported that the land at Prinsted had been gifted to the Parish under the Open Spaces Act and would require a "change of use" to allow any form of controlled parking.

Following discussion, Members **AGREED** for the Clerk to make enquiries with the appointed legal representatives regarding the process and likely costs.

Cllr. Bangert thanked the Task & Finish Group for all their hard work on a difficult and challenging project.

**132. TO RECEIVE AND NOTE THE MINUTES OF THE JOINT BURIAL COMMITTEE MEETINGS HELD ON THE 17<sup>th</sup> OCTOBER 2022 AND 21<sup>st</sup> NOVEMBER 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS**

Members **NOTED** the Minutes of the Joint Burial Committee meetings held on the 17<sup>th</sup> October 2022 and 21<sup>st</sup> November 2022.

There were no recommendations to consider. However, the Clerk drew Members attention to Minute 22.4 to **NOTE** the proposed budget figure which will be reported to the Finance & Policy for inclusion in the draft budget for SPC.

**133. UPDATE ON REVIEW OF PROCESS FOR DOCUMENT MANAGEMENT VIA OUTLOOK MIN. 102 REFERS**

Members **NOTED** Cllr. Thorne's update as previously circulated.

Members were advised that they were welcome to attend all three sessions if they wished.

From January 2023 all Agendas, Reports and Minutes will be available via the Outlook SharePoint

**134. TO NOTE THE PREVIOUSLY CIRCULATED INFORMATION RELATING TO THE SOUTHERN WATER RESOURCES DRAFT MANAGEMENT PLAN AND ANY FURTHER UPDATE IF AVAILABLE.**

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

Members **AGREED** for the Neighbourhood Plan Steering Group member to include the following statement in his response:

*"Having consulted with SPC they also agree that the aims for reducing consumption are ambitions."*

**135. ENHANCED PARTNERSHIP STATUTORY STAKEHOLDER CONSULTATION NATIONAL BUS STRATEGY - UPDATE FROM CLLR. JAMES**

Cllr. James had undertaken a review of the strategy and reported that he was of the opinion that the main objective was to encourage more use by members of the public and further encourage applications for bus passes. However, there was no clear plan and no new money. He also felt that the consultation was more appropriate for District and higher levels of Government than Parishes. There was also nothing to indicate that the proposals would affect Southbourne.

Following a brief discussion Members **AGREED** there was no need for SPC to formally respond. They further **AGREED** to put something in the Village Magazine to highlight bus passes.

**136. TO CONSIDER A REQUEST FROM CHIDHAM AND HAMBROOK PARISH COUNCIL TO SUPPORT A LETTER TO MICHAEL GOVE MP REGARDING SEWAGE CAPACITY AND STORM OVERFLOW**

Members **NOTED** a copy of a letter to Michael Gove MP as previously circulated.

Following discussion Members **AGREED** to send a letter to Michael Gove MP regarding Sewage Capacity and Storm Overflow.

Cllr. James offered to prepare an initial draft for the Clerk to finalise and send on behalf of SPC. This was also **AGREED**.

**137. TO NOTE THE DATE AND TIME OF THE NEXT MEETING**

The next meeting is scheduled to be held on Tuesday 17<sup>th</sup> January 2023. As it will not be possible to hold the meeting at St John's, Officers will make the necessary arrangements and advise.

*The meeting closed at 8.40pm*