

## **SOUTHBOURNE PARISH COUNCIL**

Robin Davison  
Clerk to the Council  
e-mail: clerk@southbourne-pc.gov.uk

The Village Hall  
First Avenue  
Southbourne  
Emsworth  
PO10 8HN  
Telephone (01243) 373667

5 November 2020

Dear Sir / Madam,

You are hereby summoned to a Meeting of Southbourne Parish Council on **Tuesday 10 November 2020 at 7.30 p.m.** The meeting is being held in accordance with the Coronavirus Act 2020\*

Robin Davison  
Clerk

### **AGENDA**

1. **Apologies for Absence**
2. **Declarations of Disclosable Pecuniary Interests**
3. [Minutes](#) – of the meeting held on 13 October 2020.

### **Council Etiquette**

Members are reminded that apologies should be given in advance to the Clerk, setting out the reason for absence. The Council needs to consider whether such absence is approved. Members are asked to consider a set of standard criteria by which apologies can be judged by the Clerk. This will avoid the need for reasons – which may be sensitive in nature – to be read out in public.

Please note that:

A Councillor who is absent from all meetings of the Council and any committees of which they are a member for a period of six months automatically ceases to be a member of the Council unless they have been given leave of absence by the Council before the expiry of that six month period (s.85 Local Government Act 1972).

Whilst the Clerk will make every effort to monitor attendance and forewarn any councillors who may be nearing the expiry of the six month period, the responsibility for ensuring that they comply with the requirements of s.85 is that of the individual councillor.

While meetings are being held online, Members are asked to inform the Chairman or Clerk if they intend to leave before the end of the meeting. They may do so at the start (ideally) or during the meeting itself. If necessary the chat function could be used, or a text message could be sent instead. In either case, the message should note the time of leaving and at what part of the agenda it was. This will help ensure that if votes are taken during the meeting the Member is recorded as absent.

#### **4. Chairman's Report & Council Update**

By the time this agenda and report are published we will in be another COVID-19 lockdown. We hope that the situation will have improved sufficiently for it to be lifted in early December but we don't know yet if that will be possible. So it is important to highlight that the Community Connections scheme which matches local volunteers with those who need help is still very much ready to assist. Details can be found on [www.southbourne-pc.gov.uk](http://www.southbourne-pc.gov.uk) or you can phone 07310 072 674.

#### **5. PCSO's Report**

#### **6. Open Forum**

#### **7. County Councillor's Report**

#### **8. Residents' Survey – Prinsted**

To receive a presentation on the results of the residents' survey.

#### **9. Business Plan**

The Finance and General Purposes Committee considered a first draft of the Business Plan at its meeting on 22 October 2020. This version (to follow) reflects the changes made at that meeting.

**Recommended** – That the Business Plan be approved.

#### **10. Infrastructure Business Plan Consultation**

Chichester District Council (CDC) is consulting on the [Infrastructure Business Plan \(IBP\)](#) for 2021 and the Parish Council is asked to confirm their spending plans for the next five years.

**Recommended** – That the Parish Council confirms its projects and spending plans on the IBP for the next five years.

The CDC Wildlife Officer has asked for Parish Council's to support the proposed wildlife corridors (reference IBP/842) connecting Chichester and Pagham Harbours to the Southdowns National Park. Members will be aware there are two corridors proposed in Southbourne parish.

**Recommended** - that the Parish Council writes to CDC confirming its support for the wildlife corridors.

#### **11. Finance**

- (a) Budget for Legal Services – The recent acquisition of the allotments at Southbourne Fields has highlighted the need for a budget to be available for legal services.

**Recommended** – that a budget of £1500 be included in the 2020/21 budget and the sum be vired from the General Reserve for this purpose.

- (b) Income and Expenditure - To note the income and expenditure since the last meeting.
- (c) Village Signs - Indicative costs for the village signs are around £800 for all the signs but the firms contacted have requested specific details of the sizes permitted for each sign at each location and whether new posts are required before formal quotes can be given. Some firms however have also indicated that they do not install the signs.

There is a limit of five words permitted below the signs which need to be agreed.

**Recommended** – (a) That the wording for the signs underneath the village names be agreed by the Council.

(b) That the Clerk in consultation be with the Chairman be delegated to agree the best price for the signs and installation.

## 12. **Community Connections**

Parish Councillors and residents of the Parish are reminded that Community Connections is still running and able to help those who may need assistance with food shopping during the second lockdown.

## 13. **WSALC Value for Money Review and AGM**

To consider the report by the Clerk.

## 14. **Chichester District Association of Local Councils (CDALC)**

An amended constitution for CDALC is attached for the Council's consideration. Membership of CDALC is being set at £15 per annum.

**Recommended** - That the Council consider the constitution and comment as necessary.

## 15. **Westbourne and Southbourne Joint Burial Committee (JBC)**

To receive a report on the Cemetery extension, for information only.

## 16. **Letter from Chidham and Hambrook Parish Council**

To note a letter from Chidham and Hambrook Parish Council to CDC and its response regarding the Local Plan.

## 17. **District Councillors' Report**

To receive the report of the District Councillors.

## 18. **Neighbourhood Plan**

To receive a report of the last meeting.

**19. Southbourne Environment Group**

- (a) To receive the [Tree Warden/ Environment](#) report for information only.
- (b) To receive a report of the last meeting.

**20. Items for Future meetings**

**21. Date of Next Meeting - Tuesday 8 December 2020.**

**TO: All Members of Southbourne Parish Council**

**\*Coronavirus Act 2020**

The Coronavirus Act 2020 enables parish councils to meet 'remotely' (i.e. by video or teleconference or by live streaming amongst other means) and provides for the press and public to also attend the meeting 'remotely'. If you wish to do so, please e mail the Clerk at least 20 minutes before the meeting starts so that you can be sent a link to join the meeting. Members of the press and public are advised to email the Clerk as far in advance as possible as if technical issues prevent them from joining the meeting it will not be possible to provide technical support once the meeting has started. As with normal meetings, you will only be permitted to speak at the Chairman's discretion, and you are therefore requested to ensure your device is muted at all times unless invited to speak.

The Clerk's e mail address is [clerk@southbourne-pc.gov.uk](mailto:clerk@southbourne-pc.gov.uk) or scan this code:



**Filming and use of social media**

During this meeting, the public are permitted to film the Council or use social media, providing it does not disrupt the meeting. You are encouraged to let the Clerk know in advance if you wish to film. Mobile devices should be switched to silent for the duration of the meeting.

For a copy of Council agendas and publicly available papers please scan this code:



## **Southbourne Parish Council**

Minutes of the remote meeting held on 13 October 2020 at 7.30 p.m. held 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

County Councillor Magill and 5 members of the public.

### **Apologies for Absence**

146. Apologies were received from Mr Feltham.

### **Declaration of Disposable Pecuniary Interest**

147. Mr C Bulbeck, Mrs M Bulbeck and Mr Hayes as Trustees of the Southbourne Village Hall and Mr Hayes as a Trustee of 4 Sight.

### **Minutes**

148. Resolved – that the minutes of the meeting held on 8 September 2020 be approved as a correct record and signed by the Chairman subject to showing Mr Brown as absent and Mrs L Hicks as Chairman.

### **Chairman's Report and Council Update**

149. The report was received and noted. Regarding the campsite at Lumley, although a letter about it from the Chairman had been acknowledged no formal response had been received.

### **Open Forum**

150. A resident asked about a risk assessment for the Council's car park at Prinsted. The Chairman advised that would consider it at the next opportunity.

151. A resident asked about progress with the Neighbourhood Plan. The Chairman replied that the Regulation 14 had closed on 12 October 2020 and at this stage there was not much to report.

152. A resident reported that he was awaiting an ecological report on the area of land south of Prinsted Lane that had been used as a temporary car park before submitting a planning application. As and when the application was submitted the Council's Planning Committee would consider it.

153. A member of the Southbourne Village Hall Management Committee (SHVMC) reported that it had received permission to use the S106 funds for improvements to the Hall including a new roof. Over the last 10 years it had careful with its finances but the current situation meant there was little money coming in and what had been received had been used for ongoing running costs. It also required

a new fire alarm and asked the Council to consider approving the SHVMC request for £1000 grant towards the £12000 cost.

### **County Councillor's Report**

154. The report was received and taken as read. Mr Magill had requested a review of the speed limit on Stein Road and the area near the Junior School.

### **Neighbourhood Plan**

155. Regulation 14 Consultation - The eight-week Regulation14 consultation on the Draft Pre-submission Neighbourhood Plan had closed on 12 October 2020. 145 responses had been received including 15 from statutory consultees and four developers.

156. Overall there was a positive response to the Neighbourhood Plan and its policies. Responses were evenly split regarding the need for a road bridge over the railway line.

157. Report of Last Meeting – The Chairman reported that Mr Hayes had stood down as Chairman of the Neighbourhood Plan Steering Group. He thanked Mr Hayes for the considerable time and effort he had invested in the development of both the previous and the current Neighbourhood Plans.

158. Members noted that the Steering Group had appointed Mr Brown as the interim Chairman to take the Plan to the submission stage, following which the Chairmanship would be reviewed.

159. The consultation responses would be reviewed by the Steering Group and if required modifications would be made to the Plan prior to submission to Chichester District Council.

### **Finance**

160. New Homes Bonus 2020/21 – Members were pleased to note the grant for the adult fitness equipment had been agreed by Chichester District Council.

161. Resolved – that the Clerk be authorised to sign the terms and conditions for the New Homes Bonus 2020/21 grant from Chichester District Council.

162. Grants Applications – Mr C Bulbeck and Mrs M Bulbeck left the meeting during consideration of the grant application from SVHMC. Mr Hayes left the meeting during consideration of the grant applications from SVHMC and from 4Sight.

163. Resolved – that the application from the SVHMC for £1000 towards the cost of a new fire alarm be approved.

164. Mr C Bulbeck and Mrs M Bulbeck returned to the meeting. Members considered the grant application from 4Sight for outreach work for residents in Southbourne parish.

165. Resolved – that the application from 4Sight for £196 for outreach work for residents in Southbourne parish be approved.

166. Mr Hayes returned to the meeting.

167. Income and Expenditure - Members noted the income and expenditure since the last meeting:

Income		
CDC	Half year precept	£82,482.00
Groundwork UK	NP Grant NPG-11689	£10,000.00
	Total	£92,482.00

Expenditure		
Elite Playground Inspections	EPI 21-19A	£419.52
Southbourne VHMC	Half year office rental	£1,000.00
ACE Shelters	Invoice 1118	£300.00
SSE Southern Electric	Q2 Unmetered electric	£2,302.33
O'Neill Homer	Invoice 912	£10,890.00
Rialtas	Invoice 28027	£672.00
JDS	Invoice 3228	£195.00
SSE Southern Electric	Pavilion electric (DD)	£66.08
Burleys	Invoice 007114	£463.20
Burleys	Invoice 005126	£463.20
Burleys	Invoice 005613	£463.20
Burleys	Invoice 006451	£463.20
ECP	Invoice QINV1403	£180.00
Staff	Aggregate salary, pension (DD)	£3,605.19
Groundwork UK	Unspent NP grant NPG-11689	£373.00
	Total	£21,855.92

### **Residents' Survey - Prinsted**

168. The residents' survey had closed on 1 October 2020 and the results would be presented to the Parish Council at its meeting in November 2020.

### **Prinsted Lane – Traffic Regulation Order**

169. A request for Traffic Regulation Order (TRO) had been submitted for consideration by the South Chichester County Local Committee (CLC). The Parish Council supported the Chairman's informal comments about a TRO for Prinsted, but it was noted that there would be an opportunity for formal comments if the TRO was approved by the CLC for statutory consultation.

### **Village Signs**

170. The report on the village signs was received.

171. Resolved - that the sign for Southbourne/Nutbourne West be located just past School Lane on the south side of the A259.

## **Bournes Forum**

172. The report was received and taken as read.

## **Westbourne and Southbourne Joint Burial Committee (JBC)**

173. Work on the cemetery extension was underway and subject to weather conditions expected to be completed by mid-December 2020.

174. Members thanked the JBC and the Clerk to the JBC for their work in delivering the project.

175. The unconfirmed minutes of the JBC held on 3 September 2020 were received and noted.

## **Community Connections**

176. The report was received and taken as read.

## **District Councillors' Report**

177. The report was received and taken as read.

## **Southbourne Environment Group**

178. A litter pick would be held on 19 September 2020. A risk assessment had been completed for this taking into consideration the additional safety requirements regarding Covid-19.

179. A plan would be drawn up proposing improvements to the car park at Prinsted. The Clerk had taken the opportunity to ask the groundworks contractor at the Westbourne Cemetery extension for ideas about, and likely costs of, improving the car park surface and these were awaited.

## **Items for Future Meetings**

180. Items for future meetings included
- Business plan
  - Allotments
  - Village signs
  - Improving neglected areas of Southbourne.

## **Date of Next Meeting**

181. 13 October 2020.

## **Exclusion of the Press and Public**

182. Resolved - That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.



## **Part II**

### **Westbourne and Southbourne Joint Burial Committee (JBC)**

183. The Council received a report from the Clerk to the JBC regarding the additional costs for the new cremation plots at the Westbourne Cemetery extension. Members agreed that Southbourne Parish Council would meet its share of the additional costs from its Community Infrastructure Levy and advise Chichester District Council accordingly.

### **Master Planning Workshop**

184. Members agreed to fund the cost of two proposed Master Planning Workshops run by its consultant, for the Neighbourhood Plan Steering Group.

### **Triangle of Land at the Recreation Ground**

185. Members agreed the lowest quote for works to improve the triangle of land at the Recreation Ground. Members also agreed to request a variation to the New Homes Bonus project for benches on Stein Road so that they could be used instead at the Recreation Ground. One bench would be located on the triangle and the other close to the pavilion. It was noted there would be an additional cost for the concrete pad for the bench at the pavilion.

Chairman

The meeting closed at 9.55 p.m.



**County Councillor Update – Bourne Division**

**7th November 2020**

**COVID –**

With the inevitable second lockdown upon us I have already been in contact with Sue Furlong, who has been integral with the Community Hub, to make sure they are still working hard to deliver services to those in need. Although the shielding programme has not been reinstated there are more than 34,000 residents in West Sussex that are deemed Clinically Extremely Vulnerable (CEV) and the Community Hub is working to ensure they contact all of those individuals to see if they require any assistance. If you know anyone who is struggling, please get them to contact the Community Hub and they should be able to assist.

I get weekly updates on figures in West Sussex and Chichester and unsurprisingly we are continuing to see a rise in cases. In the 14 days up to the 31<sup>st</sup> of October there were 1,428 residents tested positive in West Sussex and is 102% higher than the previous 14 day period. The County remains below the average for the for England but the figure for Chichester is higher than the average South East rate. In Chichester there is an incidence rate of 116.4 cases per 100,000 over the last 7 days compared to a county average of 93.2 and a South East average of 110.4. This will be in part due to the University of Chichester and an increased number of cases seen in the student numbers. This is seen in the fact that young adults have the highest age-specific incidence rate.

There is still adequate capacity in our hospitals at present but with numbers increasing this will obviously reduce. I know the hospitals are trying to keep other services open and operating as much as possible and should there be any change I will let you know as soon as I am made aware.

There is obvious concern again with Care Home and the County is continuing the dialogue with Care Homes they established over the summer to ensure they have the support they need. I will touch base with all the Homes in Southbourne over the next week.

**CLC & TRO –**

The County Local Committee (CLC) sat in October to discuss funding for local organisations as well as looking at the TRO allocation. Prinsted Lane was discussed at length and was recognised that there have been problems with parking experienced. Unfortunately it was not selected to progress as two other applications had scored higher under the safety elements and as such it was hard to argue against them. What we have done though, is urged the Cabinet Member of Highways to consider the Prinsted Lane application as a additional scheme. We won't find out if that has been accepted through that route until February so I will keep pushing him on this. If selected it will then go to design and consultation with yourselves and local residents to see if the support is still there for it.

The CLC meetings have been held "informally" which means residents have been unable to attend. Myself and another Councillor voiced our frustration at this as the CLC meetings are a great way for us to interact with residents so as a group we can understand concerns that

may be common throughout the area. We are pushing the next meeting to be online but open to the public with some form of Q&A session and to keep our decision making processes as transparent as possible. I am hopeful this will be in place for the next meeting.

#### **Bourne Community College –**

The traffic problems around the school are very much on my radar and I know the Officers have been in contact directly with Yvonne about the problems that are being experienced. I will be chasing up with them this week to see what we can get put in place to protect the children.

#### **County Council -**

We had a full County Council Meeting yesterday and one of the main topics that was discussed was our recovery plans and the support we intend to provide to local people and the economy. In what has been a difficult year already we want to build the economy and support local businesses & communities operate so if you think I can help any group or business in the area, please let me know.

School meals for children was also mentioned and I hope you all saw my email a few weeks ago so you know my standing on it. Please rest assured that the Community Hub has been filling this need whenever it occurs and has been part of the daily operation this year. If you have any concerns about any children or families that may not be getting the meals they need in this lockdown or over Christmas, please either direct them to the Community Hub or to me and I will chase for them.

#### **Highways -**

No report from me wouldn't be complete without a mention on Highways. A focus of mine at the moment is on drainage and problems we encounter on our roads from standing water. If there are any problem areas in Southbourne you want me to look at, please tell me as I am on the case with several areas so I have the Officer's ears on this.

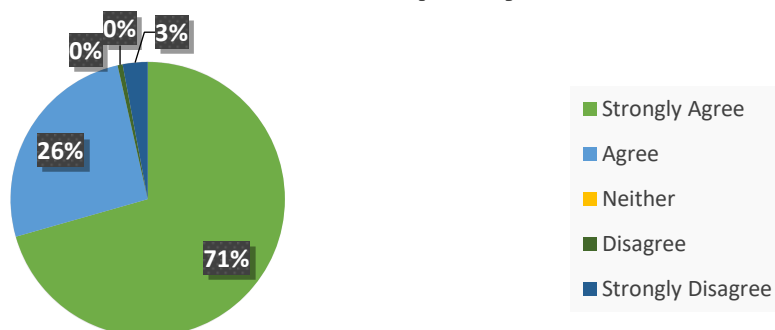
If you have any queries about this or anything else, please feel free to contact me at any time and I will of course be more than happy to help.

Mike

10 November 2020

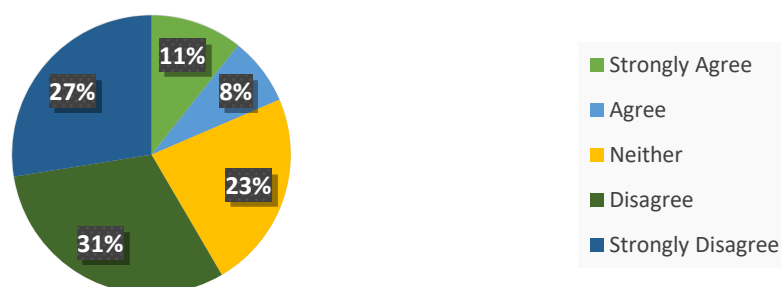
Results of the Printed survey results

### Q1 - Making a 'keep clear for access at all times' area on the slipway



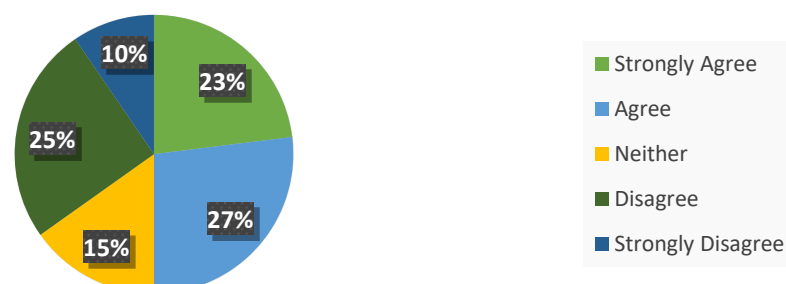
Action :- to speak to CHC – who?

### Q2 - The introduction of a barrier with keys on the slipway?



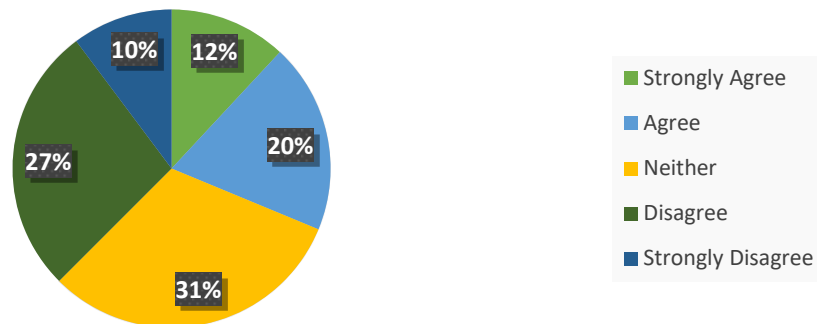
Action :- no barrier required

### Q3 - Marking or designating parking bays in the current car park?



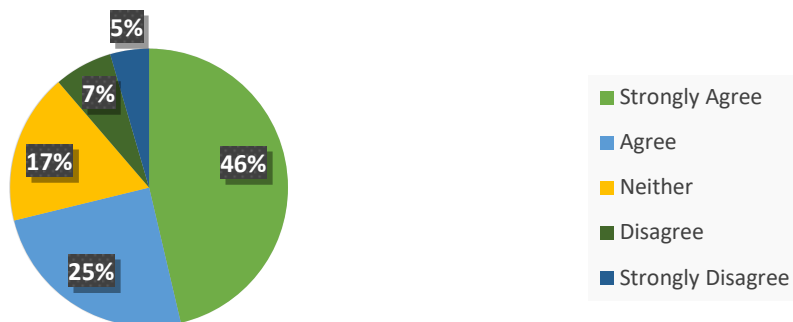
Action:- to explore and cost options for parking bays – who?

#### Q4 - Resurfacing the current car park?



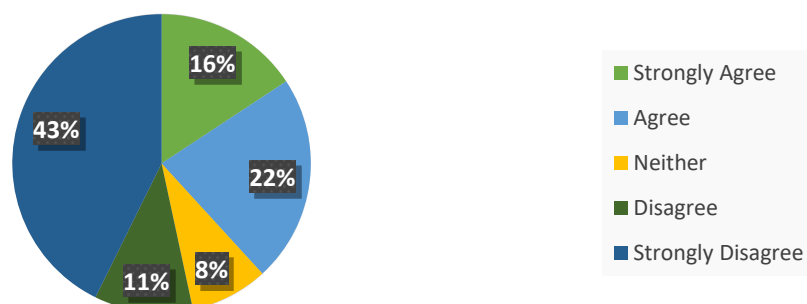
Action:- none

#### Q5 - The introduction of a byway forbidding overnight parking?



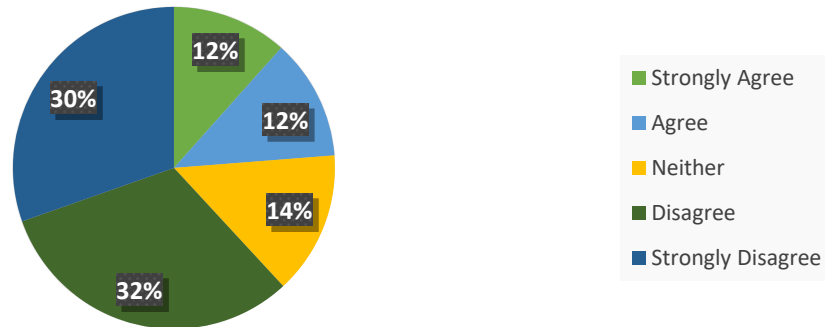
Action:- to explore byway law – who?

#### Q6 - The introduction of a new car park in Prinsted in addition to the current one?



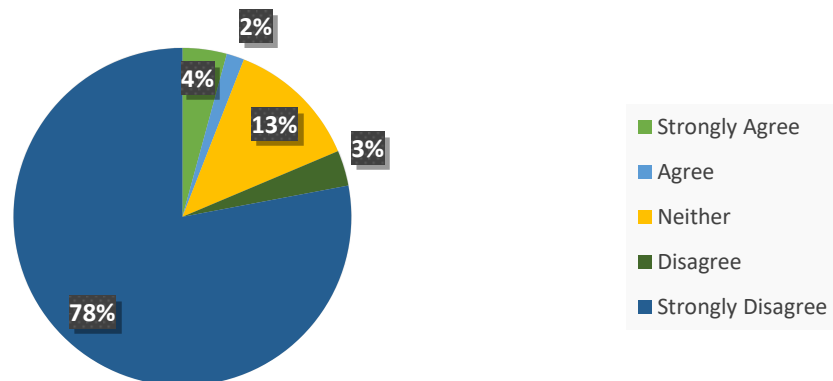
Action:- PC decision

### Q7 - The introduction of a charge for parking?



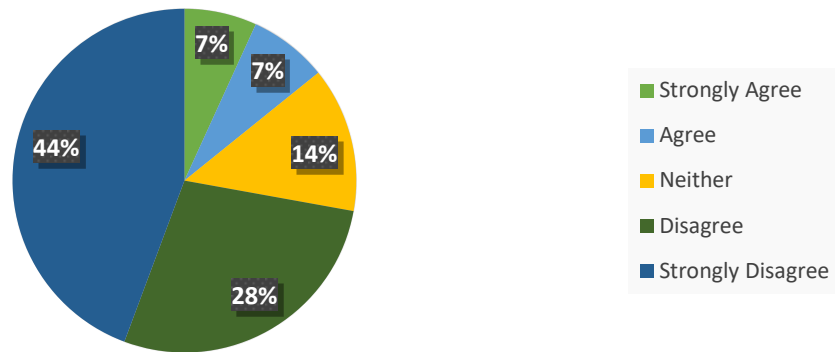
Action:- none

### Q8 - Closing the current car park altogether?



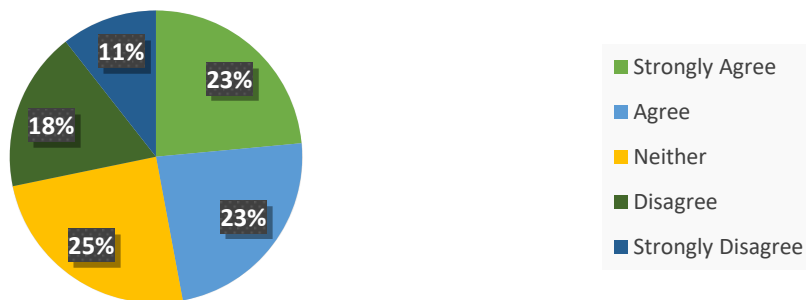
Action:- do not close current car park

### Q9 - Making the car park for residents only?



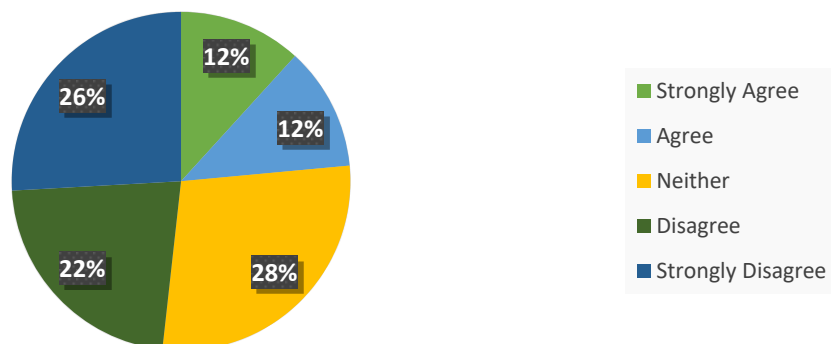
Action:- none

### Q10 - The installation of 'respect residents driveways' signs?



Action:- individual household to speak with Highways

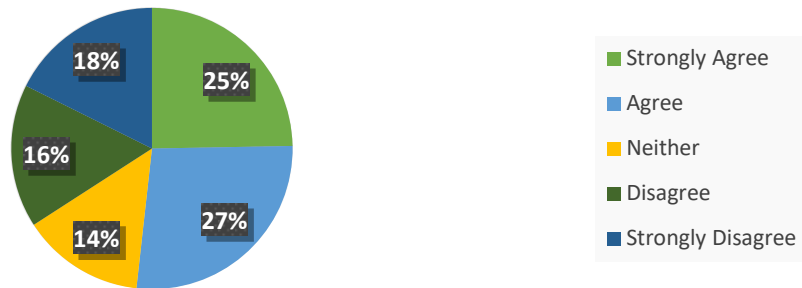
### Q11 - The use of cones on residents' drives?



Action :- individual household, is this illegal -Mike



### Q12 - The painting of white 'H' markings to delineate residents' driveways?



Action:- individual household to speak with Highways

### Q13 - The introduction of double yellow lines on the southern part of Prinsted Lane?



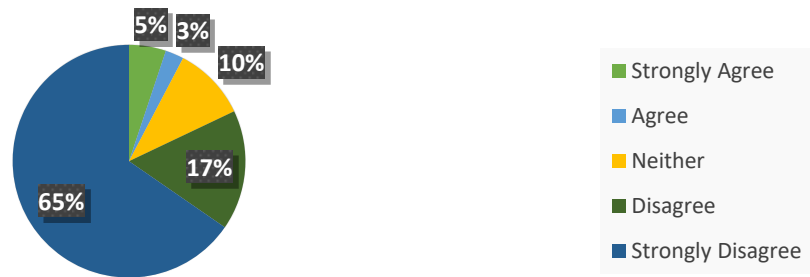
Action:- household to not agree with TOR proposal

### Q14 - The introduction of seasonal (single) yellow lines on Prinsted Lane?



Action:- Household do not agree

### Q15 - The introduction of a one way system



Action:- households do not agree

### Q16 - The introduction of a 20mph speed limit in Prinsted



Action:- Can mike explore options along with possible speed bumps

## Prinsted Survey: Comments

7 November 2020

Though not everyone commented, but when people did make comments it is reasonable to assume they feel particularly strongly about a particular subject or subjects, which needs to be borne in mind when analysing the results.

The comments have been grouped into broad categories such as 'parking', and specific categories such as 'yellow lines – for'.

Individual responses have been broken down into comments in different areas (eg one response might give rise to several comments).

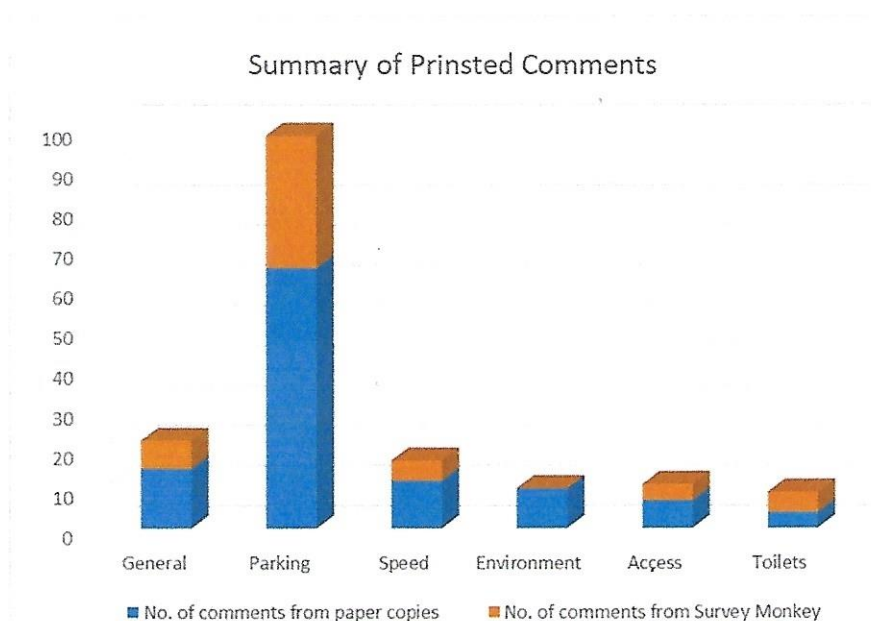
Specific Category	No. of comments from paper copies	No. of comments from Survey Monkey	Category
No change	1	0	General
No urbanisation (preserving the rural nature of the village)	6	1	General
Encourage walking and cycling (including encouraging Southbourne residents to walk down to the foreshore)	4	2	General
The issue would revert to normal after the pandemic (survey to be retaken – thanks to PC)	3	2	General
Change was here to stay	1	0	General
Residents include all of PO10 and should be involved in decision making	0	2	General
Parking in general (including anti-social parking and from Southbourne Businesses including Green Shoots Nursey, the Golden Chopsticks and the care home on Prinsted Lane)	7	0	Parking
Remove cones and unnecessary verges	0	3	Parking
Peter Yeates' car park – in agreement	8	3	Parking
Peter Yeates' car park – against	10	11	Parking
Yellow lines - for	8	3	Parking
Yellow lines – against (how would they be policed)	8	1	Parking
Red lines – for	2	0	Parking
Red lines - against	0	0	Parking
H markings for residents - for	0	2	Parking
Against overnight parking	3	0	Parking
Priority for Prinsted Residents cars	3	2	Parking
PC not charging for the car park	1	1	Parking
PC should resurface the car park (environmentally suitable material)	3	1	Parking
PC car park should remain open to the public	3	3	Parking
Access to slipway (dangerous to lock the gate)	2	1	Parking
The car park should be away from the foreshore	3	1	Parking
Residents permits	1	0	Parking
Relevant signage (access for emergency vehicles)	2	0	Parking

Specific Category	No. of comments from paper copies	No. of comments from Survey Monkey	Category
Access for Sea Scouts	1	1	Parking
20 is plenty reduction in speed limit – for	6	1	Speed
General comments on speeding and safety	2	2	Speed
Concerns for pedestrians and cyclists	3	0	Speed
Speed bumps	1	2	Speed
Impact on the AONB (including wildlife, environmental concerns, dogs off leash and welfare for horses)	5	0	Environment
CHC not policing the area (not including dues, patrolling the foreshore or enforcement)	5	0	Environment
Control over number of visitors to Prinstded	5	0	Access
Reduce advertising of the Prinstded area	1	2	Access
Positive view of visitors to the area	1	2	Access
Toilets - for	4	5	Toilets

Summary of comments:

Category	No. of comments from paper copies	No. of comments from Survey Monkey	Total
General	15	7	22
Parking	65	33	98
Speed	12	5	17
Environment	10	0	10
Access	7	4	11
Toilets	4	5	9

These are shown in a diagram below:





## Summary

- 1) Parking is the issue that concerns people the most, with comments on this than everything else put together.
- 2) There is disagreement over the merits of yellow lines and other parking controls (split almost evenly).
- 3) There are a preponderance of comments against Peter Yeates car park, but a significant number of them do support it (21 against, 11 for).
- 4) There are a reasonable number of comments expressing concerns over speeding down Prinsted Lane and the safety implications.
- 5) There are relatively few comments, on environmental issues, although still 10 in total. Half of the comments were critical of CHC failing to monitor or police harbour dues and the Prinsted area in general.
- 6) There were several general comments against change and increasing urbanisation, although a couple did express the view that Prinsted foreshore was a community asset and not just for residents of the village. Although some comments asserted that Prinsted should be for the residents, a number actively expressed pleasure in seeing people enjoying the foreshore.

Although we are not seeking to cause division through this survey, it has been worthwhile in providing insights into what concerns the residents. We had an overwhelming response to the survey from Prinsted, which is very encouraging.

**Tracie Bangert**

**10 November 2020**

**WSALC Value for Money Review and AGM**

Members will recall the communique from West Sussex Association of Local Councils, WSALC, noted by the Council at its meeting on 8 September 2020 (Agenda Item 10). Concerns have been raised by a number of town and parish councils in West Sussex about the way in which, at a time of the pandemic, the Value for Money Review had been commissioned about the Surrey and Sussex Association of Local Councils (SSALC) and the purpose of it. Furthermore some member councils were concerned about the lack of consultation by the WSALC Board in spending £7000 for this review.

The Board of WSALC sent the following open letter on 28 October 2020 by email.

**Open letter to all Chairs and Councillors of Parishes in West Sussex**

**WSALC Value for Money Review**

The Value for Money review currently being undertaken by the board of WSALC Ltd. is a mirror of exactly what one would expect from a body responsible for spending taxpayers' money. In essence your Parish does exactly the same every year when setting budgets and precepts. You must look at what you can deliver for your residents and how this can be achieved at the best possible price, without a drop in quality.

WSALC is no different. Six years ago, WSALC was part of AiRS (Action in Rural Sussex) and contracted, for an annual fee, all required services, including staff costs, from them. The break from AiRS came when it was proposed that forming four companies would be more tax- efficient and so, WSALC would benefit from economies of scale.

SSALC Ltd has been in existence for 6 years and its Board decided, on the advice from the three County chairs (West Sussex, East Sussex and Surrey) to undertake a complete review of the company's operations. That review was brought to a halt by the resignation of two of the chairs. WSALC Ltd decided, after careful consideration and discussions with other CALCs, that its approach would be to undertake a Value for Money project to ascertain options that could achieve a better financial outcome for the Member Councils of WSALC. The Covid-19 pandemic may have been a delaying issue, but the Board of WSALC was convinced that it should not be a barrier to the plan, as much of the review would be to look at procedures and expenditure. None of this should be impossible when working remotely and using web-based discussion groups.

Consequently, the Board has been looking at costs bases and efficacy of procedures at SSALC Ltd. The Board believes that the proposed increase of 4.5% in the budgeted member Councils' contributions is unnecessary and, in fact, that there will be an opportunity to deliver the same or better service across the whole County for a reduction in the subscription demanded. The Board, as you will know, has promised a report to accompany an independent review by Prof. Colin Copus. You will have the opportunity to judge the Board's actions when all Parishes are invited to vote to accept or reject the Board's proposals. The report

will include details of how all services currently provided by SSALC Ltd, including legal services, training and governance advice, will be accessed. From the Parishes' perspective, there should be nothing that would cause a break in the delivery of the appropriate support to Parishes in West Sussex. The voice at the end of the phone and the phone number may be different, but the service will still be there as and when required.

One of the main benefits if West Sussex Parishes were to decide to have a single County-based organisation, would be the closeness of Parishes to the principal Authority as one step in the ladder will have been removed. The Board will be closer to the Parishes as it will be directly in contact with them and not via an intermediary, SSALC Ltd, over which Parishes have no control. The WSALC Ltd board will continue to be elected directly from your local Associations and will be directly responsible to you and not under the umbrella of SSALC Ltd which has no direct accountability to individual parishes. The Chair of WSALC has discussed with the Leader of West Sussex County Council, the possibility of a 'remote' meeting to discuss how the liaison could look and the benefits that might be achievable from the Parishes' point of view.

We, as a Board, made up of Parish Councillors from across the County, understand that there is always concern when change is proposed. However, we do believe that it may be time for a change; and that a move to re-position the West Sussex Association would be timely.

Terry Oliver Horsham ALC  
Mike Beal Chichester DALC  
Lilian Richardson Arun DLC  
Rodney Jackson Mid Sussex ALC  
Michael Warden Arun DALC  
David Ribbens Chichester DALC  
Phil Baxter Horsham ALC  
Tony Nicklen Adur DALC  
"

A number of town and parish councils have also since suggested that they might leave WSALC if it decided to set up new arrangements in place of SSALC. They see no new benefit but consider there would be additional costs to West Sussex town and parish councils. However if member councils did leave WSALC it potentially raises the question of a council's membership of the National Association of Local Councils (NALC) as that membership is held through WSALC, unless an alternative to WSALC was established and NALC agreed it could join.

WSALC is also asking Councils to complete the following survey about SSALC and it is suggested that this is completed by the Clerk on behalf of the Council as he is the main contact with SSALC.

<https://bit.ly/3knSYmB>

## **WSALC AGM**

The AGM for WSALC has been postponed from 10 November to 2 December 2020 at 10 a.m. Southbourne Parish Council representatives are Mrs Bangert and Miss Tait. There are four Special Resolutions being put forward arising from the above review:

**Special Resolutions** - to be voted upon in accordance with the articles of association para 5.1 and Companies Act 2006 Section 283.

The following resolutions will be voted on as special resolutions only:

**a) Special Resolution in respect of the Current value for money study.**

- It is **RESOLVED** that the Company Directors cease to progress the current value for money study

**b) Special resolution in respect of the current strategic review.**

- It is **RESOLVED** the Company Directors work constructively with SSALC to conclude the current strategic review which includes a value for money element.

**c) Special resolution in respect of future engagement of Parish Councils in West Sussex.**

- It is **RESOLVED** the company Directors establish a clear mechanism for engaging Parish Councils in West Sussex in studies that fall outside of the SSALC operational framework.

**d) Special resolution in respect of the position of chairman and vice chairman of WSALC.**

- It is **RESOLVED** that the current Chairman and Vice Chairman of WSALC stands down.

**Recommended** – (a) That Southbourne Parish Council agrees its position on each of the above Special Resolutions a-d and for its representatives to vote accordingly at the meeting (or by proxy).

(b) The Clerk complete the survey on behalf of the Council.

Robin Davison

**Clerk to the Council**



**10 November 2020**

## **Chichester District Association of Local Councils**

Chairman: Mike Beal

Email: [mike.beal@selseytowncouncil.gov.uk](mailto:mike.beal@selseytowncouncil.gov.uk)

### **Constitution of CDALC**

Date adopted 2021

The Chichester District Association of Local Councils, also known as CDALC, is a discussion forum for Parish Councillors. **Its role has changed in recent years and CDALC is now recognised as an important Consultative Body for Parish Councils in the Chichester District. CDALC is well supported by Chichester District Council, which places strong emphasis on the continuation of the role of CDALC in local government.** There is an annual membership fee.

The aims and objectives of the Chichester District Association of Local Councils are:

- To speak on behalf of all its Members on issues that affect the Chichester district.
- To keep Parish Councillors up to date with the latest legislation so that neither they, nor their Councils, act *ultra vires*.

The collective voice of CDALC is likely to carry more weight than any one Council, or Councils, acting alone. Matters that affect a single Parish Council, or a localised cluster of Parish Councils, will not be dealt with by CDALC.

**The Chichester branch of the Society of Local Council Clerks (SLCC) holds quarterly meetings for Parish Clerks to be kept up to date on the latest legislation.** CDALC is the equivalent forum for Parish Councillors. It is the role of the Clerk to act as legal advisor to the Council, but it is the role of the Parish Council Chairman and members to ensure that the Council acts *intra vires*.

### **Membership of CDALC:**

The membership of CDALC is open to all Parish Councils in the Chichester District. Each Parish Council is invited to nominate two representatives to attend CDALC meetings: one of these would usually be the Parish Council Chairman. These two representatives will be members of CDALC. Both nominated representatives are eligible to vote. Under normal circumstances only those present are eligible to vote. Proxy or postal votes cannot be accepted. Due to the large area of Chichester District there is an option for parishes in the Midhurst and/or Petworth areas to form a sub group that will deal with specific issues from their area. It is recognised that the SDNP has a more significant effect on the day to day issues of parishes in the north of the Chichester District. If parishes in the Midhurst or Petworth areas wish to attend the Chichester based meetings then they are welcome to do so.

Parish Clerks are welcome to attend meetings of CDALC, and are encouraged to attend, but are not members of CDALC and are not eligible to vote.

Additionally, CDALC welcomes all Parish Councillors to meetings, in addition to the two nominated representatives, especially when the Association has arranged guest speakers whose presentations might be applicable to all Councillors. Parish Councillors who attend but who are not Members of CDALC are not eligible to vote.

Neighbourhood Councils are not statutory bodies and so, are unable to join CDALC formally and therefore have no vote: but the Association will continue to support the Neighbourhood Councils and Representatives from the Neighbourhood Councils of Chichester District are welcome to attend meetings of CDALC. There is no charge.

### **Voting:**

- Each Member has one vote.
- Voting may be by secret ballot or by show of hands, as the Members choose.
- Recording of voting will be carried out only if requested.
- Decisions will be carried by majority vote.
- Members may abstain from voting.
- In the case of an equality of votes, the Chairman may have a second or casting vote.
- If the role of Secretary is not fulfilled from within the Association membership, the Secretary shall have no vote.

### **Annual Subscription:**

- Each Parish Council that wishes to become a member of CDALC is required to pay an annual subscription of £15.00, this fee will be reviewed annually.
- CDALC membership is open to all Parish Councils in the Chichester District but they must be members of the West Sussex Association of Local Councils.
- This subscription is to help cover the professional fee of a Secretary to the Association, and to cover administration costs. The rate of annual subscription will be reviewed at the Annual General Meeting of CDALC.

### **Meetings:**

The Association holds three Ordinary Meetings per annum and an Annual General Meeting in either March, April or May. In recognition of the large distances between parishes, it is a preferred option for CDALC to meet at Pallant House, Chichester, where an agreed date can be confirmed.

However, meetings can be held around the Chichester district to ensure that all Members take turns in travelling to venues. Parish Councils that provide meeting room accommodation; venue costs if necessary will be met by CDALC.

Special General Meetings will be held when matters that might have an impact on the whole of the Chichester District arise outside the normal course of meetings.

Special General Meetings will be convened by the Chairman of the Association, or Vice Chairman acting in the absence of the Chairman. A special meeting can be called by 4 councils sending a request to the secretary or Chair of CDALC. Such meetings must be convened with 14 days of the written request.

Meeting room accommodation should meet the requirements of the Disability Discrimination Act 1995 and be fully accessible with appropriate facilities.

It is the responsibility of the Chairman in conjunction with the Secretary to prepare and issue the Agenda for CDALC meetings. Members are welcome to request specific items be added to the Agenda and to make suggestions for guest speakers. The Agenda will be issued ten days prior to the meeting.

### **Officers of the Association:**

Officers of the Association are elected annually at the Annual General Meeting of CDALC. The term of office is one year. Elections are carried out by secret ballot. The Officers are:

- Chairman
- Vice Chairman
- **Treasurer**
- **Secretary.**
- 

The Chairman, Vice Chairman and Treasurer should, if possible, be drawn from within the Association's membership, whilst the Secretary might be appointed from outside the Association.

Experience has shown that the role of Treasurer is very difficult to fill. In such circumstances, the role of Treasurer may be undertaken by the Chairman, Vice Chairman or Secretary. The Chairman and Treasurer are together responsible for nominating a person from outside CDALC to act as an independent examiner to audit the accounts annually.

### **Representatives on Outside Bodies:**

CDALC nominates from within its membership, representatives for outside Bodies. It is the responsibility of these representatives to provide a report to HALC meetings. Current outside Bodies represented are (number of representatives shown in brackets):

- WSALC (2)
- Chichester Harbour Conservancy (1) (This appointment is for a three year period)

Representatives to other bodies may be appointed at the discretion of the members of CDALC taking into account the relevance to CDALC and the constitution of the body to which a representative is to be appointed.

Members who represent CDALC on outside Bodies and who cease to be Members of CDALC will no longer be able to represent CDALC there.

**Professional Fees:**

The Secretary is paid an honorarium of £83.50 per meeting to include attendance at the meeting and production of minutes and agenda.

**Affiliations:**

CDALC is a member of the West Sussex Association of Local Councils (WSALC). The Chairman attends the SSALC Board meetings. The Surrey and Sussex Association of Local Councils (SSALC) with representatives from other Districts within East and West Sussex and Surrey. SSALC is a member of the National Association of Local Councils (NALC).

**Alteration of the Constitution**

This constitution may be amended only at the Annual General Meeting or at a Special General Meeting of the Association, with a majority of at least two-thirds of the members present entitled to vote and voting.

**Dissolution of the Association**

CDALC can be dissolved only by an Annual General Meeting or a Special General Meeting. In the event of the Association being dissolved, the assets of the Association shall be passed to the West Sussex Association of Local Councils.

**COVID 19 exceptions**

In recognition of the current COVID 19 situation, all meetings will be hosted on ZOOM. This will remain the case until the government give the go ahead for ordinary meetings to be held face to face.

**Adoption of Constitution:**

On being accepted at the Annual General Meeting, the following three Officers of CDALC shall sign on behalf of the Association.

---

CHAIRMAN

---

Date

---

VICE CHAIRMAN

---

Date

---

SECRETARY

---

Date

**10 November 2020**

**Report on Cemetery Extension – 29.10.20**

Works on the Cemetery Extension are progressing well despite a number of issues and inclement weather which have caused slight delays to the original programme of works.



Access Drive viewed from turning point at western end

The whole site has now been laid out and the basic components are starting to take shape.

It is anticipated that the kerbing to the access drive and the parking area will be finished by next Monday.

Work is progressing on the cremation plots area with top soil being laid in the three quadrants not to be developed at this stage and the setting out of the paved pathways and plots in the fourth quadrant.

Westbourne & Southbourne Joint Burial Committee are working on a tree planting plan for the Cemetery Extension area and are designing a memorial garden.

Hopefully the weather will not be too inclement over the next few weeks and the majority of the works can be completed by Christmas as planned. At the very



least the access drive, car park and cremation plots will be completed even if it is not possible to seed until early next year.



Turning point at end of access drive looking eastwards



Quadrant of Cremation Plots area filled with top soil





Quadrant of cremation area awaiting laying out with paved pathways and plots

**10 November 2020**

**Letter from Chidham and Hambrook Parish Council**

## **Chidham & Hambrook Parish Council**

27 Bramber Square, Rustington, Littlehampton BN16 3EJ

Email: [chidhamandhambrookpc@gmail.com](mailto:chidhamandhambrookpc@gmail.com)

Telephone: 07986 395253

District Councillors  
Chichester District Council  
1 East Pallant  
Chichester  
PO19 1TY

19 October 2020

Dear Councillor

In conforming to all of the requests placed upon us by Chichester District Council we in Chidham, Hambrook and Nutbourne East (Chidham & Hambrook civil parish) have given up considerable time and effort in working towards a revised Neighbourhood Plan.

Unfortunately, we have been unable to complete this task in the time required due to the District Council not having been given sufficient time by the government to complete the Local Plan.

Some thirty months ago I was informed by the members of the District Council Planning Department that Chidham & Hambrook would be required to take somewhere in the region of 500 houses. Currently we have 1,003 houses, so this, near enough, was a 50% increase in housing numbers. We were offered two choices. Either we set about revising our, then, current Local Plan to determine siting of these new homes or the District Council would take those decisions. While not ecstatic by the choice given, we opted for the former.

Furthermore, after much sweat and tears we came close to completing a revised Neighbourhood Plan, but have been prevented from submitting the final version as it might not conform with the, as yet, unpublished final Neighbourhood Plan.

In mid-June of this year, our previous Neighbourhood Plan was timed out and lost its legal status and through not having been in a position to submit and put in place our revised neighbourhood plan, we have no legal protection against developers developing every available site in the village. This has also been made clear to us by two of the developers who between them will soon be looking to build some 700 houses, with other developers also looking to submit, or have already submitted, a further 100 or more houses. Others, I guess, will soon follow on, bringing new house numbers to in excess of 1,000 (a 100% increase).

We have, despite our efforts, and running in conformity with advice previously given by the District Council, lost the right to plan the future layout of our village, something for which we



were given as an absolute promise. In bringing to you our plight, I would hope that you could consider ways in which our situation could be ameliorated. I represent some 2,000 or more very angry residents and I would like to go back to them in a series of public Zoom meetings, to assure them that we have not been let down by the council and something is being done to protect us from developers. **What I am asking of you is that you give us back what we were promised, the right to plan our village in accordance with the Local Plan. All developments prior to the production of the Local Plan and our Neighbourhood Plan must be rejected.**

Effectively, and this is the real point, no other parish in the district is being impacted in the way we are – we are a small community taking a massive number of houses that will effectively double the number of houses that already exist in the parish. **No other parish is being hit this hard.** A few other parishes may be set to receive numerically more houses, but they are parishes that already have more houses and facilities to support a much larger population. We are a strung-out village, having only one small shop, only an hourly train service and a bus service running along the A259. This is not the infrastructure that can support so many houses, leading to much greater use of cars for shopping, school attendance, employment and the seeking out of entertainment.

If you do not know the threatened area and the nature of our community, please sign up for a short tour - which we will willingly arrange. We believe that when the new council was elected time ran out and this now much threatened area of Chichester failed to be included in the itinerary.

Sincerely

Philip MacDougall (Dr)  
Chair  
Chidham & Hambrook Parish Council

“What I am asking of you is that you give us back what we were promised, the right to plan our village in accordance with the Local Plan. All developments prior to the production of the Local Plan and our Neighbourhood Plan must be rejected.”

Dr Philip MacDougall  
Chair Chidham & Hambrook Parish  
Council

If calling please ask for:

Our ref: AF/AJT

Via email

Your ref: 30 October 2020

Dear Mr MacDougall

I am writing further to your letter dated 19 October to all Members of the District Council. I am responding as the Cabinet Member for Planning Services on behalf of the District Council.

Can I say firstly that the District Council fully supports the work of the Parish Council in endeavouring to progress the refresh of its Neighbourhood Plan. I recognise that preparing a neighbourhood plan is a challenging and time consuming task and acknowledge the parish council's frustration in not being able to progress the plan as quickly as you would wish.

I think it is also important for me to make clear that the District Council is, and has from the introduction of neighbourhood plans, been very supportive of the neighbourhood planning process. We have provided dedicated officer support to PC's working on their plans for many years now and are pleased to have a number of 'made' neighbourhood plans in place that all have statutory status as part of the development plan for the area. We want that to continue and so are working with a number of parish councils to support their on-going work.

I understand your concern that our local plan process is holding up progress on the neighbourhood plan and want to assure you that we are doing all we possibly can to progress the local plan to the next key stage (i.e. the 'Submission' version) as soon as possible. As you know, we were not granted an extension to the 5 year review deadline imposed by the previous local plan examiner despite setting out our case to government ministers that the review period for an area like ours, that has a range of challenging environmental and infrastructure constraints but with high housing need, meant such a timescale would be unachievable. We have been left with no option therefore but to progress the evidence base for the plan as efficiently as possible to ensure that when we submit the plan for independent examination it has a good prospect of being found sound. We believe that the alternative approach, to submit the plan prematurely, would be likely to mean that we would spend longer in examination with the further uncertainty for our communities from speculative housing development that would result.

In terms of progress, we have, as you will be aware, recently published the Housing and Economic Land Availability Assessment (HELAA) and are close to finalising the Housing and Economic Development Needs Assessment (HEDNA). As a result of this progress, we do now believe we are close to reaching a position where in a few weeks'


time members will be asked to consider a potential distribution of development across the plan area. Subject to that key stage being completed, we anticipate being able to update parishes on the implications and timetable as soon as possible afterwards, which I hope will give PC's more certainty to be able to progress their neighbourhood plans.

In terms of the number of houses allocated to the parish in the Preferred Approach plan, you may recall that the Council has previously undertaken (as set out in the report considered by Cabinet and Council on 3 December 2019) to further assess the capacity of the parish to accommodate significant additional development given the proximity to the AONB. I can confirm that this work is now being undertaken across the plan area in the context of the refreshed HELAA as outlined above and further Sustainability Appraisal of potential sites and allocations. We hope to be able to write to you about this matter in the timescale outlined above.

Finally, I appreciate that in this interim period before the new Local Plan can be adopted, we are facing an increasing number of speculative housing proposals. We cannot however reject planning applications without proper planning grounds for doing so. Whilst our planning policies for housing delivery are at this point unfortunately regarded as out of date under the NPPF, other planning considerations are still valid and we will continue to scrutinise planning applications to ensure they meet high standards. These will continue to be applied robustly by the Council. In addition, the recently prepared Interim Policy Statement on housing is a further means of managing proposals for housing development during this period. This Statement will be reported to the Planning Committee on 4 November, following consultation for final approval so that it has as much weight in the planning process as possible.

In conclusion, I acknowledge the challenges facing the parish council and hope that my comments provide you with some reassurance that we are doing as much as possible to both manage development proposals that come forward and to progress the local plan towards examination so we can give parishes greater certainty in relation to neighbourhood plan preparation.

We will update all parishes further as soon as possible as set out above.



Cllr Susan Taylor  
Cabinet Member for Planning Services

**Southbourne Parish Council – Tue 10<sup>th</sup> November 2020**

District Councillors' Report  
Tracie Bangert & Jonathan Brown

**COVID-19 Support for Individuals**

CDC are administering the Government's Self Isolation Payments to people in the district who are on low incomes and have been told to self-isolate by NHS Test and Trace. They are also administering a hardship fund to give £150 to those residents who are in receipt of Council Tax Benefit, to help towards their Council Tax bills. This can also be increased as part of discretionary scheme and there is help available for rent payments through the Discretionary Housing Payments scheme.

CDC are a member of the county's food partnership and food hardship fund that WSCC set up using money from the Government's Emergency Assistance Grant. Children or families who are experiencing problems with food supply for assistance can be referred online ([www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/community-hub-covid-19/](http://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/community-hub-covid-19/)) or by calling 033 022 27980. Note that we are trying to keep the resources available through the hub for those who are most vulnerable, so if people have support in place already, such as from family or friends, then they should continue to use their support.

**Overview and Scrutiny Committee: Corporate Governance Task & Finishing Group**

I challenged Toby Ayling / CDC Planning Department on their failure to support Chidham and Hambrook Parish Council with their Neighbourhood Plan and on the negative responses Southbourne has received in relation to our Neighbourhood Plan. He assured us that they would be happy to give us the support we need moving forward.

I also confronted Andrew Frost over the fact that most officers are not being allowed site visits, including Planning Officers and the tree officer. Thanks to Amanda for following up with AF on this too. (TB)

**Recovery Plan Working Groups – Housing & Communities**

We had another successful meeting with everything running to plan – particularly the policy on rough sleepers and opening up more temporary accommodation in the Chichester District. Cllr Kevin Hughes (Labour, Chichester East) brought a report on universal basic income to the meeting, and how it has been trialled in Finland and Alaska, with Norwich CC looking to run a pilot, if the Government agrees. The idea is to provide a basic income to all, regardless of employment status, which the report argued would streamline the benefits system and make it easier for people to retrain, adding more income to the economy and boosting mental health. (TB)

## **Recovery Plan Working Groups – Planning, Health & Environment**

Most of this group's work is focussed upon planning related issues but I have requested the group consider ways of slowing and stopping the destruction of our environment under cover of both COVID-19 restrictions and the loss of Local Plan protection. I attended a Ham Brook site visit arranged by Wildlife Officer Sarah Hughes on 30<sup>th</sup> October and will be feeding my experience into the process. (I would also like to thank Amanda Tait for her work in trying to protect our trees.) (JB)

## **Government Planning Consultations**

The District Council's response to the Government's Planning White Paper: 'Planning for the Future' can be found here: <https://chichester.gov.uk/governmentconsultations>. The draft response was considered by DPIP, again, with many of my proposed amendments accepted to toughen it up. They focussed upon retaining local oversight and accountability, requiring a 'use it or lose it' approach to planning permissions as part of a wider effort to combat land banking and the constant driving up of land prices and improving energy efficiency standards. (JB)

## **Climate Change Action Plan**

A public consultation ([www.chichester.gov.uk/letstalkclimatechange](http://www.chichester.gov.uk/letstalkclimatechange)) on CDC's draft Climate Change Action Plan ends on 6<sup>th</sup> November. The plan commits CDC to cut its carbon emissions by 10% year on year to 2025 AND to leading cuts emissions across the District as a whole by the same amount. CDC's own activities are a relatively minor contributor to emissions from the District as a whole success will be reliant upon all of us as individuals as well as local organisations (businesses, schools, charities, etc.) all making changes. (JB)

## **Decarbonising Transport / Joining WSCC EVCP Strategy**

Unfortunately Cabinet unanimously rejected the Environment Panel's recommendation to seek urgently to joint the WSCC electric vehicle charge point strategy. They considered it unnecessary and that insufficient detail of the scheme was available. I argued that we should be leading change, to support a joint effort, send a signal to the market and proactively provide infrastructure that we know will be needed. (JB)

## **Green Homes Grant Funding**

Chichester, as part of a larger consortium of authorities has successfully for Green Homes Grant funding. £3,100,500 is being awarded, with CDC's proportion to be used to fund the installation of energy efficiency measures in 300 homes by the end of March 2021. The scheme will target homeowners on low incomes, occupying properties with the lowest energy performance rating.

## **Prinsted Foreshore**

The results of the survey will be brought to the PC on 10 November. (TB)

### **Bourne Community College**

The school expressed pride in what has been achieved by their GCSE students in very difficult circumstances (at the time of writing the results have not been made public). Friends of the Bourne thanked the Parish Council for the grant, which could not be more timely given the new lockdown. Their aim is now to find funding for computing and engineering, including 3-D printers and their green-power racing car. They are working well in difficult times with each year operating in a bubble. Robert Hayes and I have another meeting next week and will provide an update at the next PC meeting. (TB)

## **Civilian Military Partnership**

In my role as Civilian-Military Partnership representative for CDC, I have been asked to look into the impact of loneliness on the regiments on Thorney Island. Trevor Leggo and I had a Zoom call with Jon Robinson, the welfare officer at the base, who gave a very useful insight into what is happening on the Island. The lockdown was handled well, in Jon's view, partly because the regiments have access to green spaces and a community garden (one part of it is for quiet reflection). That said, it is very difficult for partners of serving personnel belonging to 12 and 16 Royal Artillery Regiments, who have members stationed in Canada, the Falkland Isles and Eastern Europe. Many of the partners do not drive, which adds to the feeling of isolation on the base. During lockdown the Primary School was open for key workers' children, although less than 50 regularly attended. The Bourne has around 100 children with parents from the Armed Services, which at 15% is large proportion compared with the national average. The School has been excellent at caring for their needs since lockdown, and Jon Robinson will now be returning to work with them. Jon will hopefully be speaking at the next Civilian-Military Partnership meeting. (TB)

## **Thorney Island**

I met with Mandy Rogers, wife of Cllr David Rogers (Harbour Villages Ward) wife who is the accountant for a Church of England Services charity. She is hoping to liaise with Thorney Island to look at the possibility of putting a café in the barracks. (TB)

## **Voluntary Action Arun & Chichester (VAAC)**

Lyn and I met online with Lucie Muldoon, development team leader for VAAC, to gain some insight into the organisation and to look at training courses. (TB)

## **Tuppenny Barn**

A brief conversation with Maggie Haynes, CEO, led to the message that they open and providing the same service on a Thursday, despite the lockdown. There will be a priority scheme for the veg. bags and Maggie will be able to continue hosting young carers fortnightly and she is in discussions with the Bourne about food poverty and ways this can be managed. (TB)

## **Remembrance Sunday**

Government advice on commemorations during lockdown are that wreaths and crosses can be placed at the war memorial, before the 1100 hours two minutes of silence. I am liaising with St John's to clarify what exactly we will be allowed to do. I had a conversation with Richard Plowman, Mayor of Chichester, who will lay a wreath, alone, and there will be a two minute silence. Their service and interviews with veterans have all been pre-recorded and members of the public will be able to access it via the City Council Website and YouTube. A poster for windows is also available to download. His message was to remember from home and stay safe. (TB)

**10 November 2020**

**Tree Warden / Environment Report**

I have been requested to update everyone on recent activity around our parish.

Firstly, you will have noticed that 2 of the silver maple trees on the corner of Garson and Main Road have been felled. I had tried to have all 3 trees TPO'd (Tree Protection Order) not 3 weeks before but was refused by the CDC Tree Officer. The problem being he mistakenly thought all 3 were on WSCC Highways Land, and it is the case that CDC will NOT TPO another authorities trees. Even though the map I provided showed 2 were NOT within the Highway boundary. These were on Hyde Land and Hyde removed them without notice.

Another incident of tree removal happened on Haselmere Road the following week. This was reported by a resident (and SEG member) the 3 trees in question were a Lime and 2 sycamores that the owner decided to have removed. I attended whilst also speaking to WSCC Highways and Tree Officer to have the felling halted. None of the trees where the landowner's trees to remove but all were on WSCC Highways land. The Lime had already been cut and the tree surgeons knew that they were not TPO'd but incorrectly asked CDC their status and not WSCC. The remaining trees were trimmed and the situation is now being dealt with by WSCC.

Thanks to Cllr. Jim Jennings I was told of the silting/contamination of the Ham Brook at Farm Lane. I went and took pictures and then followed up to Priors Leaze Lane to see how it was up there. On Priors Leaze it ran clear. The property in the middle was doing unauthorised works along the Brook and the police and Environment Agency were called and attended the same day to place a Stop Works order on the landowner.

The situation continues, including the mysterious clearance of both sides of the Ham Brook banks along Priors Leaze lane, from the front of Brook Farm / Black Barn and the entrance to the Grain Stores. We discovered this while meeting with CDC Wildlife Officer Sarah Hughes and the Chidham and Hambrook volunteer ditch/drain monitor Robin Yeld. When returning from looking at other trees to TPO with Sarah Hughes, I discovered SSE engineers digging out the Brook near the grain store...and thought they had been the ones doing the works. Apparently, they were finding the electric cabling that has been damaged by whoever did the bank scraping...EA is also looking into this incident as Sarah had just completed a Water Vole survey there the week before and now that entire habitat has been ruined.

Our other tree warden John Auric is looking into funding opportunities for tree planting etc. with Urban Tree Planting fund and others. If you would like copies of the report and links let me know.

On a happier note I have TPO'd 2 trees, a mighty oak at the top of Penny Lane and another in the back garden of 8 Goodwood Court. I am still awaiting notification of the oak in Priors Orchard, although sadly the developer has removed other trees along the western boundary near the infant and junior school. And also a grouping of trees off Inland Road, and I am working on the



trees surrounding the field north of Penny Lane/Southbourne Avenue all of which are under threat by the potential development of the site.

If you have any questions, feel free to ask.

Cllr. Amanda Tait