**Southbourne Parish Council**

Minutes of the remote Meeting held on 20 April 2021 at 7.00 p.m. held in accordance with the Coronavirus Act 2020.

Present: Mr Brown\* (Chairman), Mrs Bangert\*, Mr C Bulbeck, Mrs M Bulbeck, , Mr G Hicks, Mrs L Hicks, Mr Jennings, Mr Redman, Miss Tait, Mr Taylor and Mrs Thorne.

\*Also District Councillors for Southbourne

**Apologies for Absence**

1. Apologies were received from Mr Hayes.

**Declarations of Pecuniary Interests**

1. Mr Brown declared an interest as a Trustee of Southbourne Age Concern.

**Resignation of Mr Alan Feltham and Notice of Election**

1. Members noted the resignation of Mr Alan Feltham from the Parish Council after over 40 years’ service on the Council. Members thanked Mr Feltham for his dedicated service on behalf of the Parish.
2. An election had been called to fill the casual vacancy and would be held on 6 May 2021. The Notice of Election had been posted on the parish noticeboards and the Council’s website. Two candidates had come forward for election.

**Chairman’s Report and Council Update**

1. The report was received and noted. The Chairman commented that this meeting had been postponed from 13 April 2021 due to the period of mourning following the death of His Royal Highness The Duke of Edinburgh. Members noted that the Chairman had written to the Chichester Observer about the Council Tax in response to a resident’s earlier letter to the paper.
2. Members noted that all three speed indicator devices would be operational from 26 April 2021.

**Open Forum**

1. In response to a question about the Prinsted Care Home the Chairman agreed to speak to the resident outside of the meeting.
2. It was noted a screening opinion had been sought for potential development of land behind Tuppeny Barn. If an application was submitted it was hoped the Regulation 16 consultation on the Submission Neighbourhood Plan would have been completed.
3. Mr Redman thanked the volunteers who had planted up the triangle of land by the Recreation Ground.

**County Councillor’s Report**

1. The report was received and noted. Mr Magill added that Southern Water had pledged £5m to improve the sewerage infrastructure. MPs Mrs Keegan, Mr Mack and Mrs Mordant were holding monthly meetings with Southern Water. Southern Water had attended a recent Scrutiny Committee meeting and had been very defensive about their performance.
2. Discussions had been held with senior Highways officers regarding the Chichester – Emsworth (ChEm) cycle route and the need for improved design and more extensive public consultation on it.
3. Improvements for cyclists in the vicinity of the Bourne Community College were being investigated.

**Southbourne Parish Neighbourhood Plan 2019-2037 Submission Plan**

1. Report by Chairman – There had been some 'interesting' discussions between the Chairman and CDC officers on what was required of CDC before the Regulation 16 public consultation could start. That had been resolved and Southbourne's Neighbourhood Plan would begin consultation on Thursday 8th April.
2. The Chairman thanked the Clerk for getting all the necessary documents onto Parish Council’s website and the members of the Steering Group's 'Core Group' for their further substantial efforts in helping with this and in responding to CDC requests for clarifications and/or amended documents. The Chairman commented he was happy not to have had to do this work himself. It was not anticipated that there would be a great deal for the Steering Group to do until the consultation was complete, except for offering advice to officers at CDC's Planning Department on the potential impact of planning applications that may be considered. Members thanked the Chairman for pushing CDC to get the Regulation 16 consultation started as soon as possible.
3. Regulation 16 Consultation – The Consultation on the Southbourne Neighbourhood Plan 2019-2037 Submission Plan had started on 8 April 2021 and would end at 5 p.m. on 3 June 2021.

**Parish Council Meetings in Person**

1. The Government had declined to extend the legislation permitting councils to meet virtually. Nationally this was being challenged in the Courts and the outcome was awaited.

**Finance**

1. Southbourne Parish Council Grants –Council received the report on recent grant applications. Members considered the application from Chichester and Arun Citizens Advice Bureau (CAB) and
2. Resolved – that Chichester and Arun CAB be awarded £450 for improving its information technology as set out in the report.
3. Mr Brown left the meeting during consideration of the application by Southbourne Age Concern.

Mrs Hicks in the Chair

1. Members considered the application from Southbourne Age Concern and
2. Resolved – that Southbourne Age Concern be awarded £1500 for the equipment and supplies as set out in the report.
3. Mr Brown returned to the meeting and took the Chair.
4. New Homes Bonus – The Council was pleased to note it could apply for £43,162 of New Homes Bonus in 2021/22. Mrs Hick, Mrs Bangert and the Clerk, in consultation with the Chairman of the Recreation Advisory Committee, would bring forward projects for consideration by the Council and application to Chichester District Council.
5. Expenditure – the expenditure since the last meeting was noted as follows:

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| Member expenses | Zoom subscription | £71.95 |
| Communicorp | Local Councils Update | £75.00 |
| WSALC/NALC | Invoice 1219 | £2,169.38 |
| JDS | Invoice3262 | £60.00 |
| JDS | Invoice 3263 | £80.00 |
| JDS | Invoice 3265 | £200.00 |
| SSE Southern Electric | Pavilion Electricity (DD)  | £71.21 |
| SSE Southern Electric | Unmetered electricity | £2,402.07 |
| P Richards | Investigation & Report | £600.00 |
| Staff | Aggregate pay & pension (DD) | £3,281.96 |
|  | Total | £9,011.57 |

1. Balances – The balances of the Council’s accounts for February 2021 were noted.

**Staffing Report**

1. Staffing Committee Report – The report was received and noted.
2. Complaints Procedure and Staffing Committee Terms of Reference – The Council received the proposed changes to the Complaints Procedure and Staffing Committee Terms of Reference.
3. Resolved - that the proposed changes Complaints Procedure and Staffing Committee Terms of Reference be adopted.

**Outliers Report**

1. The report of Mrs Bangert on the Hermitage North and Mrs Hicks report on the Hermitage South area were received and noted. Members thanked them for their reports. Remaining reports from Members would be made to the meeting on 11 May 2021.

**Recreation Advisory Committee**

1. The Committee received the minutes of the meeting held on 23 March 2021 and the report by the Chairman. The Chairman would confirm with the Clerk the location of the two benches for the Ground. It was noted the pointing around the paving on the triangle of land was poor and needed to be redone. The Clerk would arrange for the felling of the dead tree identified in the tree survey.
2. The Committee had agreed to seek quotes for a path to the children’s play area and agreed that a noticeboard should be located on the side of the pavilion.

**Project Plan**

1. The project plan was received and noted. The Finance and General Purposes Committee would consider the priority and timing for each project at the next meeting.

**District Councillors’ Report**

1. The Councillors’ report was received and noted. In addition Mrs Bangert reported that there had been a meeting with Southern Water at which a local resident had raised the issue of headroom at the Thornham Waste Water Treatment Works (WWTW) and to which there had been no real answer. A lot of agencies were involved in monitoring but important issues were falling through the gaps.
2. Mrs Bangert’s request for Chichester District Council to write to the Government about keeping virtual meetings had been turned down.

**Southbourne Environment Group (SEG)**

1. Members agreed that garden wildlife surveys could be printed at a cost of £130. A copy of the survey was also available online and results would be reported in due course.

**Date of Next Meeting**

1. The Annual Meeting was scheduled to be held on 11 May 2021 at 7p.m. but might need to be moved if the Courts held that all future Council meetings had to be in person.
2. There would be a Finance and General Purposes Advisory Committee on 27 April 2021 and a Staffing Committee on 4 May 2021.

**Exclusion of the Press and Public**

1. 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.

**Grievance**

1. The Council noted that the panel’s decision had been appealed and would be considered by a new panel, independent of the Council.

Chairman