

## **Southbourne Parish Council**

Minutes of the Meeting held on 8 June 2021 at 7 p.m. at Tuppeny Barn, Main Road, Southbourne.

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

\*Also District Councillors for Southbourne

5 members of the public.

### **Apologies for Absence**

29. None

### **Declarations of Pecuniary Interests**

30. None

### **Minutes**

31. Resolved – that the minutes of the meeting held on 25 May 2021 be approved as a correct record and signed by the Chairman.

### **Open Forum**

32. None.

### **Report from PCSO**

33. Members expressed their disappointment that no report had been received. The Chairman would write to the PCSO asking for a report even if he was unable to attend.

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

34. The report was received and taken as read. Mr Magill would be talking to the Chief Inspector, Chief Constable and Police Crime Commissioner about improving the PCSO responses in rural communities. PCSOs were only mandated to attend each parish council in their area once a year. On another matter Mr Magill commented he would be inviting the Cabinet Member for Highways to see the traffic problems on the A259.

### **Casual Vacancies**

35. The Council noted there had been no call for an election arising from the casual vacancy notices following resignations of Mr Graham Hicks and Mrs Marjorie Bulbeck from the Parish Council. The Council could therefore advertise for members of the public to put their names forward to be co-opted. A further notice of a casual vacancy had been posted following the resignation of Mr Robert Hayes from the Parish Council. Members thanked Mr Hayes for his service on the Council particularly as the former Vice-Chairman and also as the former

Chairman of the Neighbourhood Plan Steering Group.

### **Appointments to Committees**

36. Resolved – that Mr Jennings be appointed to the Planning Committee and Mr Taylor to the Recreation Committee.

37. Resolved – that Mrs Lyn Davis be co-opted as a member of the Allotments Advisory Committee.

### **Finance**

38. Internal Audit – The Clerk was pleased to report that in its report to management, the Internal Auditor had raised no matters of concern for the Council to consider. It was noted that in the coming months the Council would be looking to increase the financial information on the website.

39. Annual Governance and Accountability Return 2020/21 – Members considered the Annual Governance Statement 2020/21 and

40. Resolved - that the Annual Governance Statement 2020/21 be signed by the Chairman and the Clerk.

41. Members considered the Accounting Statement of the Annual Return 2020/21 and

42. Resolved – that the Accounting Statement of the Annual Return 2020/21 be signed by the Chairman and the RFO.

43. Members considered the End of Year Accounts 2020/21 and

44. Resolved - that the end of year accounts be signed by the Chairman and the RFO.

45. Members agreed that the Notice of public rights be published from 10 June to 21 July 2021 inclusive.

46. Council agreed that finance training for Members should be considered at the next Finance and General Purposes Advisory Committee.

47. New Homes Bonus 2021/22 – Members were pleased to note progress with the projects. It was noted highways approval was needed for three of them and for the bike racks north of the railway line it was also necessary to obtain Network Rail approval. The contractor would check that the roundabout for the disabled proposed for the Recreation Ground could be adapted for use by adults and children. Members agreed that the footpath improvement at the main pedestrian access to the Recreation Ground could be included. The total cost of the projects excluding VAT would be about £39,000 depending on the quotes

accepted.

48. Expenditure – the expenditure since the last meeting was noted as follows:

Elite Playground Inspections	EPI 21-22	£56.70
Viking	Invoice 257423	£7.64
Viking	Invoice 245511	£119.87
	Zoom Subs & plants for Rec	
Cllr Expenses	Ground	£240.23
Tuppeny Barn	Invoice 1209	£252.00
Tuppeny Barn	Invoice 1210	£168.00
Viking	Invoice 356745	£212.69
SLCC	Subscription	£262.00
Arthur J Gallagher	Invoice 507237301	£3,850.00
Surrey Hills Solicitors	Invoice 5165	£1,326.00
	Total	£6,495.13

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

49. The District Council's Neighbourhood Plan 'Regulation 16' public consultation period ended at 5pm on Thursday 3rd June. All responses would need consideration before it could progress to the examination stage.

### **Outliers Reports**

50. The reports were received and noted. The Chairman would provide further guidance about the idea to those Members who had yet to submit a report. Further reports would need to be submitted by 8 July 2021 for Council on 13 July 2021. Mr Brown would speak to Pallant Homes about opening up the car park on the Meadow View development.

### **District Councillor's Report**

51. The report of the District Councillors was received and noted. The Council noted that it was not clear what work was being undertaken on the old Co-op site on Main Road. Mrs Bangert would follow this up with the Enforcement Team at the District Council.

### **Southbourne Environment Group (SEG)**

52. The report of the SEG was received and noted.

### **Date of Next Meeting**

53. 13 July 2021 – venue to be confirmed.

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

- 54.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**

### **Staffing Matters**

- 55.Members agreed the job description and person specification for a new role in the Council and for it to be advertised.
- 56.Members agreed to delegate the response to a complaint to a panel of three members.
- 57.The Council agreed to proposals for a temporary member of staff for discussion with the Joint Burial Committee.

### **Legal Advice**

58. The Clerk's report was received and the recommendations contained therein agreed.

Chairman

The meeting closed at 9.30 p.m.