



Southbourne Parish Council

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Southbourne Parish Council Committee Meeting held 11th JANUARY 2022

Present: Cllrs: L. Hicks (Chairman), T. Bangert, J. Brown, D. James, J. Jennings, N. Redman, A. Tait, P. Thorne, and R. Taylor

In Attendance: S. Hodgson (Clerk and RFO)
3 Members of Public in the Public Gallery
Cllr. Kerry-Bedell - West Sussex County Councillor

191. CHAIRMAN'S WELCOME AND INTRODUCTION

The Chairman welcomed everyone and opened the meeting at 7.01pm

192. APOLOGIES FOR ABSENCE

No apologies for absence had been received from Cllr. Bulbeck

193. TO APPROVE AND SIGN THE MINUTES OF THE SOUTHBOURNE PARISH COUNCIL COMMITTEE MEETING HELD ON 14th DECEMBER 2021

Members **AGREED** to the following amendment:

Minute 171. Bullet point 10 – to read Disappointed that not consulted by WSCC *or the Parish Council* before TRO was issued for consultation

The amendments were made in accordance with procedure and Members **RESOLVED** to **APPROVE** the Minutes of the meeting held on the 14th December 2021 as amended and they were signed by the Chairman.

194. TO NOTE THE RESIGNATION OF CLLR. ROBERT HAYES

Members **NOTED** the resignation of Cllr. Robert Hayes.

The Clerk confirmed that she will make the necessary arrangements for the vacancy to be advertised.

195. DECLARATIONS OF INTEREST.

There were no Declarations of Interest.

196. ADJOURNMENT FOR OPEN FORUM

The Chairman adjourned the meeting at 7.08pm

Members of the public were invited to read out their statements and put their questions to the Council:

Anthony Morrow asked if there would be an opportunity to speak at the Examiners Meeting of the Neighbourhood Plan scheduled for the 14th January 2022.

Cllr. Brown, responded as follows:

The meeting is being held at the request of the Examiner who will Chair and manage the meeting. It will be at the discretion of the Examiner as to whom he wishes to speak but it is thought unlikely that he will invite members of the public to participate.

Ruth Heelan referred to a letter she had sent to the Clerk regarding the decision made at the last meeting regarding the gifting of the line marker to AFC Southbourne.

The Clerk confirmed that she had acknowledged the letter and it would be considered by the Recreation Committee at their meeting on the 19th January 2022. The Clerk also confirmed that she had contacted AFC Southbourne to advise them of the intention but had not received a response to date as to whether they wished to accept the gift.

The Chairman reconvened the meeting at 7.16pm

197. CLERKS UPDATE

The Clerk's Report was **NOTED**.

Members received updates from the Clerk relating to Operation Watershed, SIDs, Defibrillators, Co-Option of Councillors, Bus Shelters. Prinsted TRO's, School Safety Zone and day to day operational arrangements.

The updates were for information only and did not require any decision.

198. TO RECEIVE AND NOTE THE FOLLOWING REPORTS IF AVAILABLE:

- **WSCC COUNCILLOR'S BOURNE PARISHES REPORT**
- **CDC COUNCILLOR'S REPORT**
- **SOUTHBOURNE ENVIRONMENT GROUP**

The WSCC Councillors Bourne report had only been received by the Clerk an hour prior to the meeting so there had not been time to circulate in advance. Therefore, the Chairman invited Cllr. Kerry-Bedell to give a brief verbal update. The report will now be circulated and will be uploaded to the website.

The Chairman thanked Cllr. Kerry-Bedell for all the hard work and enthusiasm he was dedicating to the Bourne area.

The CDC report was **NOTED** as previously circulated.

A Member asked why there had not been a report from the PCSO and expressed her disappointment that once again there was no representation. The Clerk confirmed that an update had been requested but no formal invitation to attend. However, PCSO's Reed and Isles will be asked to attend the February meeting in person.

199. TO RECEIVE AND NOTE THE MINUTES OF FINANCE & GENERAL PURPOSE COMMITTEE MEETING HELD ON THE 5th JANUARY 2022

Members **NOTED** the Minutes of the Finance & General Purpose Committee meeting held on the 5th January 2022

200. TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETINGS HELD ON THE 16TH DECEMBER 2021 AND 6TH JANUARY 2022

Members **NOTED** the Minutes of the Planning Committee Meetings held on the 16th December 2021 and the 6th January 2022

201. TO RECEIVE THE NOTES FROM THE NEIGHBOURHOOD PLAN STEERING GROUP ONLINE MEETING HELD TUESDAY 4TH JANUARY 2022

Members **NOTED** Neighbourhood Plan Steering Group notes that were tabled at the meeting. Members asked for a copy of the Notes to be circulated for reference ready for the Examiners Meeting on the 14th January 2022. They will also be published on the website.

202. TO CONSIDER AND AGREE THE BUDGET FOR THE 2022/23 MUNICIPAL YEAR AND TO FURTHER AGREE THE AMOUNT FOR THE PRECEPT TO BE ISSUED 2022/2023

The Chairman reported that the budget for the Joint Burial Committee had been agreed at their meeting held on the 10th January 2022 and the Clerk confirmed that the proposed financial requirements for Southbourne PC share of the commitment had been updated and reflected within the spreadsheet of the proposed budget.

The figures presented by JBC are as follows:

Total Expenditure £68,140.00 minus Total Income £28,300.00 = £39,840.00

The difference of £39,840.00 is funded by Southbourne PC at 72% and Westbourne PC at 28%

Therefore, the required estimated budget for Southbourne PC contribution is £28,684.80.

Members **AGREED** to include £28,684.80 within the Southbourne PC annual budget to meet their commitment to the Joint Burial Cemetery.

The Clerk drew Member's attention to her report and asked them to be mindful that financial indications show that most services and supplier costs are likely to increase considerably over the coming months. As an example, the supply costs for street lighting for the last quarter have already increased by 40%. The Clerk further advised that following the JBC meeting it is possible that the situation relating to historic finances regarding the joint burial ground remains difficult to unravel and it may become necessary to employ the service of an accountant as well as incur additional payments to the JBC account.

Members were keen to keep any increase to the precept at a minimum. However, it was acknowledged that some increase would be necessary.

Following discussion, the final figures for the estimated 2022/23 budget were:

Total Expenditure £225,458.80 - Total Income £2,460.00 = £222,998.80

Therefore, it was proposed and seconded to agree the budget as proposed and that the difference of £222,998.80 be met from the precept.

Member **AGREED** to accept the budget as proposed and further **AGREED** to set the precept for the 2022/23 financial year at £222,998.80 an increase of 11.2% = £0.16 per week.

203. JBC INCLUDING: TO RECEIVE A VERBAL UPDATE FROM THE SPC CHAIRMAN ON THE JBC MEETING HELD ON THE 10th JANUARY 2022 AND FURTHER CONSIDERATION OF A PROPOSAL FROM WESTBOURNE PARISH COUNCIL REGARDING THE JBC HOSTING AUTHORITY

The Minutes of the meeting of the JBC Committee Meeting held on the 10th January 2022 had been produced by the JBC Co-ordinator and were tabled at the meeting. However, as Members did not have an opportunity to read them in full, they requested that they be circulated and formally noted at the February SPC Meeting.

The Chairman further advised that the decision on the proposal from Westbourne Parish Council to become the host Council for JBC has been deferred until the current situation regarding the finances are sorted.

204. CONSIDERATION OF A PROPOSAL TO SUPPORT A COMMUNITY INITIATIVE TO MARK THE QUEEN'S PLATINUM JUBILEE EVENT - 14th DECEMBER 2021 MIN. 188 REFERS

The Chairman reported that she had begun to draw up a list of relevant stakeholders and community groups who may be interested in working collaboratively to hold a joint event to mark the Queens Jubilee celebrations.

A suggestion was put forward to focus on the "Jubilee Big Lunch" element of the official itinerary on the 5th June 2022 and to organise a "Picnic in the Park" at the recreation ground. Cllr. James offered to help with the organisation and Cllr. Bangert would liaise with Tuppenny Barn for any input from them.

Members **AGREED** to refer the item to the Recreation Committee for further discussion at their meeting on the 19th January 2022

205. TO NOTE THE OUTCOME OF THE INTERNAL AUDIT HELD 6th JANUARY 2022 AND TO CONSIDER ANY RECOMMENDATIONS OR ACTIONS

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

It was acknowledged that the report has highlighted a number of concerns and issues of historic inconsistencies and that there is a very short space of time to implement new procedures and take measures to rectify the problems. Cllr. Thorne offered to work with the Clerk and Deputy Clerk to assist wherever possible.

The Chairman on behalf of the Council wished to express thanks to the Clerk, Deputy Clerk and the JBC Clerk for all their hard work.

The Clerk thanked Members and asked that if Meetings could be kept to a minimum wherever possible over the next couple of months in order for Clerks to concentrate on making sure everything was in place and correct for the year end annual audit it would greatly assist.

206. CONSIDERATION OF THE MONTHLY CONTRIBUTION TO THE VILLAGE MAGAZINE

Members were asked to consider if they wished to continue with the monthly contribution to the Village Magazine and for ideas on content.

During discussion it was felt that community communication was important by any form of media and the magazine was a good way to promote Council activities. However,

the content should be Parish orientated. It was suggested that some focus could be given to individual Parish Committees.

Members **AGREED** to continue with the contribution and further **AGREED** that the Chairman would continue to write the article and would also liaise with the Chairman of the individual Committees for input.

207. UPDATE ON FLANDERS CLOSE ALLOTMENTS INCLUDING CONSIDERATION OF FURTHER LEGAL COSTS OF £240.00 AND CONSIDERATION OF TERMS RELATING TO SCHEDULE 2 OF THE LAND REGISTRY DOCUMENT

Members **AGREED** to fund the additional Legal Costs of £240.00 plus VAT from the Legal Fees budget.

Members further **AGREED** to refer the consideration of the Schedule 2 Terms to the Allotment Committee.

208. TO NOTE THE DATE OF THE NEXT MEETING

The next meeting will be held on Tuesday 8th February 2022 at St Johns Church Centre.

The Chairman closed the meeting @ 9.00pm

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