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SOUTHBOURNE PARISH COUNCIL
Meeting held 11th October 2022

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

In Attendance: S. Hodgson (Clerk and RFO)
M. Carvajal-Neal (Deputy Clerk)
1. Member of the Public
Cllr Andrew Kerry-Bedell West Sussex County Council
Cllr. J Brown - Chichester District Council

The meeting opened at 7.00pm

87. CHAIRMANS INTRODUCTION AND WELCOME

The Chair welcomed everyone and opened the meeting

88. APOLOGIES FOR ABSENCE

There were no apologies

89. TO APPROVE AND SIGN THE MINUTES OF THE SOUTHBOURNE PARISH COUNCIL COMMITTEE MEETING HELD ON 26th SEPTEMBER 2022

Members **AGREED** to **APPROVE** the Minutes of the Southbourne Parish Council Meeting held on the 26th September 2022 and they were duly signed by the Chairman

90. DECLARATIONS OF INTEREST.

There were no Declarations of Interest

The Chairman adjourned the meeting at 7.02pm for Public Open Forum

91. ADJOURNMENT FOR OPEN FORUM

Members of the public are reminded that only questions and statements relating to items on this agenda will be allowed, in accordance with Standing Order 3e:-

- Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.*

Questions relating to any other items that are not on this agenda should be referred to the Chair of the Council or Clerk as appropriate and outside this meeting.

The Chairman invited members of the public to speak on any items on the agenda

Mark Ringwood spoke about the Emsworth Heritage trail as referred to in the WSCC Cllr. Report, which is in the process of being developed. It will be a virtual trail on QR Codes. A pilot scheme will be rolled out first for Emsworth and it is hoped the trail can be expanded to neighbouring parishes, including Southbourne. Areas within Southbourne already identified include, Prinsted, Hermitage, Lumley, Slipper Mill etc.

Councillors welcomed the trail and commented that there is a lot of history in Southbourne, from a mention in the Domesday Book to modern history, such as the mosaic at the recreation ground. The SPC's Greenspace and Community Services Committee have already begun to look at this and would look forward to taking the project forward.

The Chair thanked Mark for attending and updating the Parish Council.

The Chair reconvened the meeting at 7.10pm

92. CLERK'S UPDATE

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

92.1 Outliers Report Min. 73.4 refers.

The new allocation list has been updated and is also on the Website. If any Councillor would like a copy, please contact the office.

92.2 TRO The Crescent. Min. 77 refers.

The application has been submitted.

92.3 Age Concern Grant Application. Min 78 refers.

Members **NOTED** the Clerks update as previously circulated and asked for the matter to be placed on the November Agenda for further discussion.

92.4 Update on application from a Sea Scout – SPC 8th February 2022 Min. 221 refers.

Members **NOTED** the Clerks update as previously circulated and asked to consider the application at the November Council meeting.

92.5 Civility & Respect Min 80 refers.

A certificate has been received confirming Southbourne's pledge.

92.6 Code of Conduct Review Min 81 refers.

Cllr. Bangert has confirmed that the CDC Monitoring Officer would be willing to undertake some training if required. The only associated costs would be travelling costs.

Arrangements will be made by the Clerk.

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

- **WSCC COUNCILLOR'S BOURNE PARISHES REPORT**
- **CDC COUNCILLOR'S REPORT**
- **PCSO'S REPORT**
- **OUTLIERS REPORT**
- **COUNCILLOR DROP-IN**

93.1 WSCC Councillors Bourne Parish Report

Members **NOTED** the report.

The Chair thanked Cllr. Kerry-Bedell for his focused report and asked if there was any update on the speed policy. Cllr. Kerry-Bedell said there was no date for implementation as yet but it was likely to be early next year. However, the matter will be discussed further at the next Bournes Forum.

Cllr. Tait queried the report that the Apple Cross situation had been resolved as this was not her impression. Cllr. Kerry-Bedell said that it was resolved as far as WSCC was concerned.

Cllr. Bangert asked if something could be done to improve the streetlighting at Garsons Road as the area was extremely dark and not pleasant for young people to walk when leaving the railway station. Cllr. Kerry-Bedell said WSCC are looking at replacing all lights with brighter lamps and were identifying areas.

Cllr. Taylor asked if WSCC really thought that reducing speed limits by 10 miles an hour will work and was there any news on the installation of the wigwags in Stein Road as they were supposed to be in place prior to the new school year in September. Cllr. Kerry-Bedell responded that it was not a perfect solution but it did have a benefit. No speed restrictions would stop those who want to speed. He would find out about the wigwags.

Cllr. Kerry-Bedell reported that the Community Bus will stop running from 4.00pm as there is no demand for it after that time and is still looking for more volunteer drivers.

93.2 CDC Councillor Report

The Report was **NOTED** with the following points:

The Chair thanked Cllrs Bangert and Brown for all the hard work they do at CDC on behalf of SPC.

Cllr. Bangert thanked SPC Councillors for promoting the Supporting You campaign.

93.3 PCSO's report

No Report had been received or confirmation or apologies received.

93.4 Outliers report

Cllr. Tait verbally reported that she had checked her area and there was happy to report there were no issues.

93.5 Councillors Drop in Surgery

Members **NOTED** the report.

Cllr. Bangert referred to the item relating to a Breakfast Club for Veterans and reported that Tuppeny Barn were looking at a Veterans Group which could incorporate something along those lines with the new cafeteria.

The Chair was disappointed with the poor attendance at the drop in but felt the content was wide ranging and having less people did allow more time for discussion. It was felt that the attendance may have been down as no flyers had been delivered as usual.

The next drop in is scheduled for 5th November and will be specific to the Neighbourhood Plan

94. TO RECEIVE AND NOTE THE MINUTES OF THE GREENSPACE AND COMMUNITY SERVICES COMMITTEE HELD ON 27th SEPTEMBER 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Minutes of the Greenspace and Community Services Committee meeting held on the 27th September 2022.

There were no recommendations to consider.

95. TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON THE 6th OCTOBER 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Minutes of the Planning Committee meeting held on the 6th October 2022 and considered the following recommendation:

- That the Neighbourhood Plan NP3 as approved by the Planning Committee goes to Regulation 14 consultation.

Members **NOTED** and unanimously **AGREED** to **RATIFY** the decision by the Planning Committee to approve the Neighbourhood Plan for Southbourne as presented and further **AGREED** to move to Regulation 14.

96. TO RECEIVE AND NOTE THE MINUTES OF THE ALLOTMENTS COMMITTEE MEETING HELD ON THE 29th SEPTEMBER 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Minutes of the Allotments Committee meeting held on the 29th September 2022.

There were no recommendations to consider.

97. TO RECEIVE AND NOTE THE MINUTES OF THE EXTRAORDINARY FINANCE AND POLICY MEETING HELD ON THE 5th OCTOBER 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Minutes of the Extraordinary Finance and Policy Committee meeting held on the 5th October 2022 and considered the following recommendations:

- To consider the revised Standing Order as previously circulated
- To consider the revised Financial Regulations as previously circulated
- To consider the Risk Assessment and Management Strategy
- To consider the Emergency Plan
- To consider the Investment Risk Policy

Members unanimously **AGREED** to **APPROVE** the documents as circulated and **AGREED** to **ADOPT** the Policies and Plans as listed.

98. CONSIDERATION OF GRANT APPLICATION FROM 4SIGHT FOR AN AMOUNT OF £400.00 TO FUND THE COST OF SUPPORTING EIGHT MEMBERS FOR A YEAR

Members **NOTED** the Clerk's Report

Following discussion Members unanimously **AGREED** to **APPROVE** the application to fund the cost of supporting eight Southbourne 4Sight members for a year

99. CONSIDERATION OF REPRESENTATIVE ATTENDANCE AT THE NOVEMBER POLICE CRIME COMMISSIONER FORUM IN NOVEMBER

At the SPC meeting held on 10th May 2022, Members agreed that representation at the PCC Forums would be rotated and were asked to appoint a representative to attend the PCC online Forum scheduled for the 18th November 2022.

Members unanimously **AGREED** that Cllr. Thorne will attend the online Police Crime Commissioner Forum on the 18th November 2022.

100. TO CONSIDER A REQUEST FROM THE JUBILEE MEWS MANAGEMENT COMPANY REGARDING SPEEDING CONCERNS ON THE A259 AND TO FURTHER CONSIDER THE POSSIBLE INSTALLATION OF SID'S

Members **NOTED** the Clerk's Report

Following a request from the Jubilee Mews Management Company for Members to consider and discuss if any action could be taken to address speeding on the A259, Members discussed some of the issues raised within the report. During the discussion some of the comments included:

- Speed cameras are different from SID's (Speed Indicator Devices?)
- Speed cameras are installed by WSCC and would need evidence of requirement
- Are the SIDs we have in the right place?
- Can they be moved?
- Speeding is real concern
- Once the WSCC Speed Policy is agreed speed would be rationalised along the whole of the A259 which would calm and slow the traffic

The Deputy Clerk advised that to change the location of any of the SID's would require a new licence from WSCC and this would only be issued based on evidence of need.

Following further discussions, it was proposed for the Clerk to write to the Jubilee Mews Management Committee to thank them for bringing the matter to their attention and to advise them of the procedural requirements for the installation of any sort of speed device and the limitations of SPC powers. But to assure them of the Parish Councils concerns relating to speeding and their continued involvement with WSCC to address these issues via consultation with the WSCC Cllr. Andrew Kerry-Bedell and the Bournes Forum.

Members unanimously **AGREED** for the Clerk to write to the Jubilee Mew Management Committee on their behalf as proposed.

101. UPDATE ON THE CDC SUPPORT UKRAINE GRANTS IN THE COMMUNITY

Members **NOTED** the Clerk's Report

Cllr Bangert reported that the Bourne Community College has put in an application for a grant for 1-1 teaching for improvement in English

Cllr James has contacted the Southbourne Junior School to advise them of the available grant and will also contact the Southbourne Infant School.

102. TO REVIEW THE PROCESS FOR DOCUMENT MANAGEMENT VIA OUTLOOK

Cllr. Thorne spoke about the need to make access to agendas, minutes and reports easier. SPC had invested a lot of money on the laptops and she felt that they are not being used efficiently. Utilising the one drive and SharePoint facilities would generate

a streamlined approach and in the long run be a lot easier for all Councillors to access their documents and less work for Officers.

Cllrs: Redman and Thorne offered to undertake step by step training for all Councillors, to liaise with Officer's to implement an agreed process and would like all Members to be able to use this process by the next SPC meeting.

It was acknowledged that the levels of technical literacy would be varied and there were also other commitments and the workload of Members to be considered, especially with the plan to take the NP3 to Regulation 14.

Following discussion, it was proposed for Cllrs. Redman and Thorne to arrange a training programme with Members and liaise with Officers with a suggested timeline to aim to be live by the December/January SPC meeting.

Members unanimously **AGREED to APPROVE** the proposal.

103 TO RRESOLVE TO MOVE TO CONFIDENTIAL BUSINESS (S.O. 3.d) - (Contractual)

The Council **RESOLVED** that in view of the confidential nature of the business about to be transacted it was advisable in the public interest that the public be temporarily excluded and were instructed to withdraw.

Members of the public were asked to leave the meeting

104. CONSIDERATION OF THE SITUATION RELATING TO AFC SOUTHBOURNE

Members **NOTED** the confidential report circulated by the Clerk at the meeting.

Members were required to consider the payments made by AFC Southbourne and to agree a refund based on usage of the recreation ground and facilities from July. Following discussion Members advised and **AGREED** how they wished to proceed.

A more detailed report for Minute 104 will be appended confidentially to the Minute File.

105. TO NOTE THE DATE AND TIME OF THE NEXT MEETING

The next meeting is scheduled to be held on Tuesday 8th November 2022 at 7.00pm and will be held at St Johns Church Meeting Room

The meeting closed at 8.42pm