

Clerk to the Council
Sheila Hodgson
clerk@southbourne-pc.gov.uk

www.southbourne-pc.gov.uk

SOUTHBOURNE PARISH COUNCIL
Meeting held 12th July 2022

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

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

The meeting opened at 7.00pm

49. CHAIRMANS INTRODUCTION AND WELCOME

The Chair welcomed Members to the meeting and read out the following statements:

As most of you are aware a valued member of our community - Douglas Flanagan - died unexpectedly on 15 June. Although Dougie was not a Parish Councillor (despite frequent requests for him to stand) I would like his considerable contribution to Southbourne to be noted. Since moving here from the west country in 2012 he has worked tirelessly for the Southbourne Environment Group (planting, digging, and clearing), as a member of the Neighbourhood Steering Group (such as his Hermitage character appraisal paper) and most recently as a member of the Prinsted Task and Finish Group . He was always self-effacing, kind, helpful, modest, and caring. His emails and letters relating to Southbourne were not only written with panache, but they were often extremely amusing, and it was great to receive them.

Our thoughts are with Libby and all the family at this difficult time.

Those of you who are not on the Staffing Consultative Group may not have heard that our caretaker, Lizzy Harrison, has sadly decided to resign. Lizzy has been in the role for seven years and I would like the Parish Council to thank her for the contribution she has made over that time, working hard to keep the Recreation Ground and Pavilion clean and tidy on behalf of our residents. It was she that made the original suggestion that the Parish Council should install an item of play equipment with disabled access.

I would like to propose that the Clerk should write to Lizzy to express our thanks for her work over the years she has been in post.

May I once again remind Councillors that they should not be posting comments to other organisations Facebook accounts. May I also ask that if you wish to comment on the Parish Council's Facebook site you make it clear that your views are your own and not that of SPC. If you think something warrants a response from the Council as a collective, then please contact the Clerk.

Finally, I would like to remind all Members of the Parish Council that we all show respect to fellow members when they are speaking and remember that remarks should always be made through the Chair.

Members **NOTED** the Chairman's statements and **AGREED** for a letter to be sent to Lizzy Harrison as proposed.

50. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr. Bulbeck and Riddoch who were both away

51. TO APPROVE AND SIGN THE MINUTES OF THE SOUTHBOURNE PARISH COUNCIL COMMITTEE MEETING HELD ON 14th JUNE 2022

Members **AGREED** to **APPROVE** the Minutes of the Southbourne Parish Council Meeting held on the 14th June 2022 and they were duly signed by the Chairman.

52. TO APPROVE AND SIGN THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON THE 23rd MAY 2022

Members **AGREED** to **APPROVE** the Minutes of the Annual Parish Meeting held on the 23rd May 2022 and they were duly signed by the Chairman

53. DECLARATIONS OF INTEREST.

There were no declarations of interest

54. SOUTHBOURNE PARISH COUNCIL COMMUNITY AWARD AND CHAIRMAN'S AWARD PRESENTATION

The Chairman was delighted to present the inaugural Southbourne Parish Council Community Award and Chairman's Award.

The Chairman presented the Community Award to Lyn Davies, with grateful thanks for her contributions as a volunteer and continued commitment to protecting the environment.

The Chairman presented the Chairman's Award to Geoff Talbot who received the award on behalf of himself and his wife Sue Talbot, with grateful thanks for their contributions as volunteers to the Southbourne Neighbourhood Plan process as well as the many other projects they have supported.

55. ADJOURNMENT FOR OPEN FORUM

The Chairman adjourned the meeting at 7.09pm

Ruth Heelan read out a statement which referred to the following points:

- Events around the village for the Jubilee which were well supported
- Sussex Day Fete – 21 stalls this year
- Fraud & Scam Prevention – there will be a talk at Age Concern 25th July @ 10.30am
- A new promotional event being organised called Southbourne SHOUTS to be held 4th September 10.30am – 1.00pm at Southbourne Village Hall. A networking opportunity for local clubs, groups, self-employed and small businesses to shout about what they do.

- Pleased that SPC are considering a new logo
- A request for a written history of Southbourne to be considered and budgeted for by SPC. Further copies of her Southbourne Pictorial History are now on order and will be on sale

Mrs Heelen said she would not be organising the Sussex Day Fete next year and perhaps SPC would like to take this on in the future. She also hoped that SPC would participate in the SHOUTS event

Cllr. Thorne suggested that organisation of the Sussex Day Fete could be considered by the Greenspace & Community Services Committee but any costs would need to be incorporated into the budget. She further suggested that as the SPC website is undergoing a redesign, perhaps some written history could be incorporated into the website and branding

The Clerk asked for it to be noted that Mrs Heelan's comments regarding the Sussex Day Fete were previously noted in the May minutes following her presentation at that meeting.

The meeting was re-convened at 7.14pm

56. CLERK'S UPDATE

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

56.1 Letter to PCC – SPC 14th June 2022 Min. 34.3 refers

Following Members instruction to write to the Police Crime Commissioner regarding the lack of PSCO presence within the Parish, the Clerk can confirm that a letter had been sent with copies to Chief Inspector Nick Bowman, Gillian Keegan MP and Trevor Leggo.

The following responses have been received:

PCC Office to confirm they have received the letter and it will be dealt with in due course

Gillian Keegan MP, noting the letter and asking the PCC to copy her in on any response

No response from Chief Inspector Nick Bowman or Trevor Leggo

56.2 School Safety Zone Stein Road

Members may like to note that regarding the implementation of a School Safety Zone CDC have confirmed that Enervo (SSE) will aim to begin installation before September 22 with the aim of having the set up complete before the start of the school year.

The SSZ is intended to increase driver awareness of vulnerable road users at school drop off and pick up times.

Any flashing lights that will be installed will be programmed to run 07:30-09:00 and 14:30-16:00 on school days only. Signs that include 20mph are only advisory speed limits but they can still make an impact on drivers' behaviour.

56.3 Flanders Allotments

Members may wish to note the transfer of the site from Hyde has been completed and the contractor has commenced work at the site.

56.4 NHB

Members may wish to note that an extension for the NHB (Parish Allocation) 2019 has been granted by CDC. The grant deadline is now end of June 2023

56.5 Operation Watershed – Parham Place – SPC 14th June Min. 33.1 refers

The works have now been completed and Landbuild has reported that the response from residents has been positive.

There are still some outstanding matters to be addressed in relation to the ongoing maintenance of the site. This has already been discussed at a management meeting of the Gosden Green management committee who have also requested an online meeting with SPC, WSCC and the Landowners.

56.6 Chichester Bus Station – SPC 14th June 2022 Min. 33.3 refers

Members may recall that it was agreed to add this item to a future agenda for further discussion.

However, having liaised with Cllr. Bangert, she has confirmed that Stagecoach is seeking to dispose of the site but there are no immediate plans. Cllr. Bangert will keep a watching brief and keep members informed of any developments

56.7 Focus on Youth

Following the decision of the Greenspace and Community Services Committee at their meeting 31st May (Min. 12 refers) for an initial meeting regarding a possible collaborative project to look at youth provision, a meeting was held on 20th June with Cllrs. Bangert, Hicks, Kerry-Bedell and the CEO of Sussex Clubs for Young People.

As a result of the meeting a scoping meeting is scheduled for Thursday 21st July 2022 to be held at St Johns at 6.30pm. Interested parties and stakeholders have been invited to attend to see how to progress this potential project.

56.8 Additional item – August Meeting

The Clerk reminded Members that there is no Council meeting scheduled for August. Should there be a requirement for the Council to consider any urgent business an extraordinary meeting can be convened.

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

- **WSCC COUNCILLOR'S BOURNE PARISHES REPORT**
- **CDC COUNCILLOR'S REPORT**
- **PCSO'S REPORT**
- **OUTLIERS REPORT**
- **WSALC CHAIRMAN'S FORUM**

57.1 WSCC Councillors Bourne Parishes Report

Members **NOTED** the Report.

57.1.1 West Sussex Charge Point Network

Cllr. Redman asked about the rollout. Cllr. Kerry Bedell thought that initially larger locations would be first but there was a focus on rural areas and on-street top up points.

It was **NOTED** that Chichester District Council did not participate in the WSCC scheme and as yet there was no update from them on how they were proposing to proceed with charge points in the District.

57.1.2 BVAG Housing Action group website <https://chpag.wordpress.com>

Cllr. Kerry-Bedell explained that the purpose of the BVAG website was to give residents the opportunity to comment on specific applications which will give guidance on what developments to object to. Cllr, Tait asked if SPC could put major developments on the site. This was confirmed by Cllr. Kerry-Bedell and Members **AGREED** to do this. Cllr. Bangert commented that it was a very useful and user-friendly site.

57.1.3 Meeting with Southern Water

Cllr. James asked if SPC could have representation at the meeting but was informed by Cllr. Kerry-Bedell that it would not be possible at this stage.

The Chairman once again thanked Cllr. Kerry-Bedell for attending and for his detailed and comprehensive report.

57.2 CDC Report

Members **NOTED** the report.

57.2.1 Community Policing

Cllr. Thorne asked about the role of the Anti-Social Behaviour Officer. Cllr. Bangert explained his role was an internal role but she would provide further details following a meeting she is having with him in her position of a CDC Councillor.

57.2.2 Civilian Military Partnership

Cllr. James asked if a Member from SPC could be co-opted onto the partnership. Cllr. Bangert said this would not be possible but there may be an opportunity for a Member to attend specific meetings. She also said she would share any reports that she was able to.

The Chairman thanked Cllrs Bangert and Brown for their excellent report.

57.3 PCSO's Report

Members **NOTED** that once again no response or report had been forthcoming from the PCSO

57.4 Councillor drop-in

Members **NOTED** the Report

Cllr. Tait gave an update on the issue relating to the Public Right of Way Access dispute. She had been in contact with WSCC who confirmed that there was no right to block this access or right to ask for payment. The matter was also being discussed with CDC.

Cllr. Bangert gave an update relating to illegal clam fishing and urged the importance of reporting every incident and for the Environment Agency to gather as much evidence and information as they could to prevent this.

57.5. Outliers Report

Members **NOTED** the Report

Cllr. Thorne noticed that the noticeboard in Slipper Road was empty. The Chairman explained that the noticeboard is broken but a replacement was due to be installed soon.

57.5 WSALC Chairmans Forum

A detailed written report will be circulated when available.

The Chairman gave a brief verbal update on the items discussed during the forum.

- Operation London Bridge
- Resilience Planning
- Police Focus Group
- Local Government funding

- Parish Council loans
- Hybrid meetings

58. TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON THE 23rd JUNE 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Minutes of the Planning Committee meeting held on 23rd June 2022.

59. TO RECEIVE AND NOTE THE MINUTES OF THE ALLOTMENTS COMMITTEE MEETING HELD ON THE 30th JUNE 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Minutes of the Allotments Committee meeting held on the 30th June 2022 and were asked to approve the following amendments to the Terms of Reference:

- South Fields to be changed to Southbourne Fields
- For the number of allotment plots to be added next to each site

Members **AGREED** to **APPROVE** the proposed amendments to the Allotments Committee Terms of Reference.

60. TO RECEIVE AND NOTE THE MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON THE 6th JULY 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Minutes of the Finance & Policy Committee meeting held on the 6th July 2022.

61. TO RECEIVE AND NOTE THE MINUTES OF THE JBC COMMITTEE MEETING HELD ON THE 7th JULY 2022 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Minutes of the JBC Committee meeting held on the 7th July 2022 and further **NOTED** that the Minutes were unconfirmed and subject to amendment.

Members **Noted** the JBC Committee decision for Southbourne Parish Council to retain the position of host and not to charge for the host Clerk's hours, instead keeping a log of hours used for each activity to provide useful data for budget planning in September and November for the 2023/24 budget.

62. TO APPOINT MEMBERS TO SIT ON THE SOUTHBOURNE GP SURGERY PATIENT PARTICIPATION GROUP (PPG) AND THE MAYBUSH COPSE FRIENDS COMMITTEE AS REPRESENTATIVES OF SPC.

62.1 Southbourne GP Surgery Patient Participation Group

Cllrs. James, Tait and Taylor all expressed an interest in representing SPC at the PPG meetings.

Following discussion, it was unanimously **AGREED** that Cllr. Taylor be duly appointed as representative for SPC at the Southbourne GP Patient Participation Group meetings.

62.2 The Maybush Copse Friends Committee

The Chairman explained that SPC had been granted an ex officio place on the Maybush Copse Friends Committee as prior to boundary changes the organisation had been in Southbourne and SPC had contributed towards the purchase price of the land.

During the discussion that followed it was felt that as the Maybush Copse Friends was no longer within the Parish it would not be appropriate for a Member to sit on their Committee. It was further felt that that as Southbourne Parish Council have three vacancies, current Members are fully stretched within their own parish activities. Therefore, Members unanimously **AGREED** to thank Maybush Copse Friends for their invitation but to regrettably decline to take up the position at this time.

63. TO NOTE CORRESPONDENCE FROM THE CDC MONITORING OFFICER REGARDING CONDUCT OF MEMBERS TOWARDS OFFICERS OF PARISH COUNCILS

Members **NOTED** the correspondence from the CDC Monitoring Officer as previously circulated.

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

The next meeting will be held on Tuesday 13th September 2022.

The meeting closed at 8.11pm.