



Southbourne Parish Council

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SOUTHBOURNE PARISH COUNCIL **Meeting held 8th April 2025**

PRESENT: Councillors: A. Tait (Chair), I. Finnegan (from Min. 213), L. Meredith, J. Money, N. Redman, S. Rosenberg, K. Sivyer and M. Wheeler

IN ATTENDANCE: S. Hodgson (Clerk and RFO)
WSCC Cllr. Andrew Kerry-Bedell
CDC Gypsy and Traveller Community Liaison Officer
5 Members of the public

The meeting opened at 7.00pm.

208. CHAIRMANS INTRODUCTION AND WELCOME

The Chair welcomed fellow Councillors and members of the public and opened the meeting.

209. APOLOGIES FOR ABSENCE

There were no apologies for absence

210. TO APPROVE AND SIGN THE MINUTES OF THE SOUTHBOURNE PARISH COUNCIL MEETING HELD ON THE 11th MARCH 2025

Cllr Sivyer had been noted as being in attendance and as having given his apologies. Cllr Sivyer was absent from the meeting and the amendment to the minutes were made in accordance with the statutory requirements and signed by the Chair.

Members **AGREED** to **APPROVE** the Minutes of the Southbourne Parish Council Meeting held on the 11th March 2025 and they were duly signed by the Chairman.

211. DECLARATIONS OF INTEREST.

MEMBERS AND OFFICERS ARE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY AND/OR ORDINARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THIS AGENDA AND ARE REMINDED THAT THEY SHOULD RE-DECLARE THEIR INTEREST BEFORE CONSIDERATION OF THE ITEM OR AS SOON AS THE INTEREST BECOMES APPARENT AND IF NOT PREVIOUSLY INCLUDED ON THEIR REGISTER OF INTERESTS TO NOTIFY THE MONITORING OFFICER WITHIN 28 DAYS

There were no declarations at this time

212. ADJOURNMENT FOR OPEN FORUM

The Chairman Adjourned the meeting at 7.04pm for Open Forum and invited members of the public to speak.

Cllr. Sivyer spoke in regard to a fire that had occurred at the Caravan Club site by Priors Orchard. He attended the site to see if he could be of service. Fortunately, there were no casualties. Cllr. Sivyer asked about the SPC resilience policy and was assured by the Clerk that the policy was on the website. A copy will be sent to Cllr. Sivyer.

The CDC Gypsy and Traveller Community (G&TC) Liaison Officer, Debbie Kimpton, attended the meeting to introduce herself and give a brief overview of her role.

Debbie's role is to engage with the G&TC from a welfare perspective and to help address any issues. It is not an enforcement role. Debbie works closely with the families on the permanent, transit and private sites to build relationships and seek to open up dialogue within the wider community and Parish Councils. She is the point of contact for the G&TC families assisting with signposting and mediation.

Members are asked to keep Debbie informed and aware of any known situations and she welcomes any opportunity to speak with Councillors or members of the public on any related matters they may have.

The Chair thanked Debbie for taking the time to attend and meet with the Council.

The Chair reconvened the meeting at 7.17pm

Members **RESOLVED** to move the Order of Business and **AGREED** to take the additional agenda item at this point.

213. CONSIDERATION OF AN APPLICATION FOR THE ROLE OF CO-OPTED MEMBERS TO SOUTHBOURNE PARISH COUNCIL

Members were invited to consider an application for co-option and invited the applicant to speak if they wished to do so.

213.1 Co-option of Ian Finnegan

Following consideration of the application Members **AGREED** to appoint Ian Finnegan as a Co-opted Member to Southbourne Parish Council.

Cllr. Finnegan signed the Declaration of Acceptance of Office and took his place on the Council.

214. CLERKS UPDATE

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

214.1 Administrator vacancy

Members **NOTED** the Clerk had received a number of suitable applications. Interviews will be held week commencing 28th April 2025

214.2 AGE Concern

Members **NOTED** the Clerks attendance at a meeting held on the 10th March 2025 to discuss the recent survey undertaken of the ACS Building and the points arising.

214.3 Posters and Flyers

Members were reminded that there are posters and flyers available from the office if they would like to help with the distribution and promotion of upcoming events.

214.4 Operation Watershed Parham Place

The deadline for contractor submission closed on 7th April and the funding application has been submitted to WSCC.

214.4 Councillor Emails

The Clerk reminded Members the importance of only corresponding via their SPC email address when administering SPC business. This is for Members protection of their personal accounts.

215. TO RECEIVE AND NOTE THE FOLLOWING REPORTS IF AVAILABLE INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS:

- **WSCC COUNCILLOR'S BOURNE PARISHES REPORT**
- **CDC COUNCILLOR'S REPORT**
- **BOURNES FORUM**
- **ROAD SAFETY GROUPS**

215.1 WSCC Councillor's Bourne Parishes Report

Members **NOTED** the WSCC Councillors report as previously circulated.

The Chair allowed Cllr. Kerry-Bedell to briefly give a further update.

- WSCC have a briefing on devolution on 15th April 2025
- Cllr Kerry-Bedell is still awaiting official confirmation that coloured tarmac can be included in Parish CHS / LTIP plans.
- Following the announcement from the Emsworth Surgery of their plans to close the Westbourne Surgery in June, there has been some heavy lobbying and pressure to stop the closure. There is also an online petition should anyone wish to sign.

The Chair thanked Cllr. Kerry-Bedell for his report.

215.2 CDC Councillor's Report

It was **NOTED** that the CDC Cllrs; Tracie Bangert and Oona Hickson, were unable to attend the parish meeting as usual as they were attending a CDC meeting.

Members **NOTED** the CDC Councillors report as previously circulated.

215.3 Bournes Forum

Members **NOTED** that this meeting is scheduled for later in the month.

215.4 Road Safety Group

Members **NOTED** the Road Safety Group Notes and considered the recommendations:

The SPC Road Safety Group representative, Lyn Hicks, gave a brief update on each of the recommendations.

215.4.1: Stein Road Parking TRO (Traffic Regulation Report) - Application 3096216

This has been withdrawn because the applicant is unhappy with the moderated design. Does SPC want the Road Group to pursue the moderated design as a new TRO application?

Following discussion, Members **AGREED** for the Road Safety Group to pursue the moderated design as a new TRO application.

214.5.2: Southbourne Parish 20 mph Speed Limit Zone CHS (Community Highways Scheme).

Members were asked if they had any suggested changes to the questionnaire/map.

During discussions Members felt the map was unclear and a little confusing. It was suggested that some of the road names be made clearer along with the exact locations of the 20pmh signs.

Members **AGREED** to **APPROVE** the questionnaire as proposed but with some amendments to the map as detailed in the meeting.

214.5.3 South Stein Road 20 mph Community TRO – Application WSCC-685904006

This application was submitted by a resident requesting SPC's support. Subsequent discussions have indicated that the resident would be happy to support the SPC 20 mph speed limit zone within the Community Highway Scheme. Would SPC support a request for the resident to withdraw their application.

Members **AGREED** to request that the resident be asked to withdraw their application in support of the CHS.

214.5.4: Stein Road 30 mph Speed Limit TRO.

The Road Group recommend an application be submitted to reduce the Stein Road vehicle speed limit from 40 mph to 30 mph between Old Farm Lane and South Lane (the northern limit of the 20 mph Zone).

Members **AGREED** for the Road Safety Group to submit an application to reduce the Stein Road vehicle speed limit from 40 mph to 30 mph between Old Farm Lane and South Lane (the northern limit of the 20 mph Zone).

214.5.5: A259 30 mph Speed Limit CHS. To be applied for by Chidham and Hambrook PC on behalf of SPC. Members are required to send a formal notice of support to Chidham & Hambrook in support Community Highway Scheme.

214.5.6: Speed Indicator Devices (SIDs).

Only one of the SPC SIDs is currently working reliably so the Road Group recommends that two new SIDs, capable of recording accessible data, should be purchased by SPC.

Members **AGREED** to purchase two new SIDs capable of recording accessible data.

214.5.7: LTIP0066 (Local Travel Improvement Scheme)

Improvements to Stein Road area are still undergoing design. There are concerns that the two pedestrian crossings will not be sufficiently visible. The cost of coloured tarmac would be £60-£70 per square metre maintained every 5-10 years.

Members were asked if this SPC would consider funding this cost.

Members queried why a Zebra or Pelican crossing could not be installed and questioned the effectiveness of coloured tarmac. The cost for controlled crossings are estimated to be approx. £120k, which WSCC will not sanction. As it is vital to have some sort of crossing, the coloured tarmac is a cheaper alternative at £60-£70 per sqm. However, WSCC will not commit to ongoing maintenance.

Members were keen to ensure that the crossing area was made as safe and visible as possible. The estimated cost for maintenance was expected to be £1000 every 5-10 years.

Following discussion, Members **AGREED** to **APPROVE** that provision be made within future budgets to assist with the maintenance costs for the coloured tarmac.

214.5.8 Future project

A resident proposed that a crossing of the A259 between St John's Church and Thorney Road (within the vicinity of the Jubilee Mews/Parham Place area) be considered.

Members **AGREED** for the Road Safety Group to pursue a possible crossing of the A259 in between St John's Church and Thorney Road (within the vicinity of the Jubilee Mews/Parham Place area)

215.TO RECEIVE AND NOTE THE MINUTES OF THE PLANNING COMMITTEE MEETINGS HELD ON 6th MARCH 2025 AND 27th MARCH 2025 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

Members **NOTED** the Officers Reports as previously circulated

215.1 Planning Committee meeting 6th March 2025

Members **NOTED** the Minutes of the Planning Committee Meeting held on the 6th March 2025 and considered the recommendation for Council to consider the adoption of allotments at the former Harris Scrapyard site.

Members further **NOTED** the Officers reports.

During discussion comments included:

- There is no need to seek adoption as the allotments are part of the application and will provide additional sites for residents.
- SPC already provide two allotment sites and satisfy their statutory duty.
- The associated costs for the running of allotments along with the strain on resources may well outweigh any benefits.

Following further discussion Members **AGREED** not to pursue seeking adoption of the allotments at the former Harris Scrapyard site.

215.2 Planning Committee meeting 27th March 2025

There were no recommendations and Members **NOTED** the Minutes of the Planning Committee meeting held on 27th March 2025

216. TO RECEIVE AND NOTE THE MINUTES OF THE JOINT BURIAL COMMITTEE MEETING (IF AVAILABLE) HELD 3rd MARCH 2025 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

There were no recommendations and Members **NOTED** the Minutes of the Joint Burial Committee meeting held on 3rd March 2025

217. TO RECEIVE AND NOTE THE NOTES OF THE OPERATION WATERSHED NUTBOURNE WORKING GROUP MEETING HELD ON 2nd APRIL 2025 INCLUDING CONSIDERATION OF ANY RECOMMENDATIONS

There were no recommendations and Members **NOTED** the Notes of the Operation Watershed Nutbourne meeting held on 2nd April 2025

218. FURTHER CONSIDERATION AND UPDATE ON ARRANGEMENTS FOR THE ANNUAL ELECTORS MEETING SCHEDULED FOR WEDNESDAY 7th MAY 2025

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

Members **AGREED** to provide light refreshments for the evening and further **AGREED** for the costs to be met from the Chairs Allowance.

219. RECREATION GROUND INCLUDING:

- **TO NOTE THE PROJECT SPREADSHEET AS CIRCULATED**
- **UPDATE ON INSTALLATION OF NEW GATES AND FENCING**
- **UPDATE ON ENHANCEMENTS TO RECREATION GROUND (\$106)**
- **CONSIDERATION OF QUOTATION FOR REPAIR TO OUTSIDE WASTE DRAINAGE PIPES AND ADDITIONAL CAGING FOR WATER TAP**
- **CONSIDERATION OF INSTALLING SECURITY LIGHTING AROUND THE PAVILION TO ASSIST WITH CAPTURING IMAGES ON CCTV**
- **UPDATE ON ONGOING CLAIM FOR REPLACEMENT GOAL NETS AND WASTE REMOVAL VIA SMALL CLAIMS COURT**

220.1 To Note the Project Spreadsheet as circulated

Members **NOTED** the Project Spreadsheet.

220.2 Update on installation of new gates and fencing

Members **NOTED** that due to contractor staffing issues there had been a delay with the start date. However, the contractor has confirmed work will commence 22nd April.

220.3 Update on enhancements to recreation ground (\$106)

Members **NOTED** the Deputy Clerks update as previously circulated.

220.4 Consideration of quotation for repair to outside waste drainage pipes and additional caging for water tap

Members **NOTED** that once again, the waste drainage pipe has been ripped off the wall and smashed. CCTV evidence of the incident has been reported to the police. Members are asked to consider a quote for the repairs from the SPC's preferred local contractor to install new pipework and cage the pipework to prevent further damage.

Following discussion Members **AGREED to APPROVE** the quotation of works to repair and cage the pipework at a cost of £490.00 + VAT

Members **NOTED** that the Clerk was still awaiting a quotation for the caging of the outside pipe.

220.5 Consideration of installing security lighting around the pavilion to assist with capturing images on CCTV

The CCTV is providing some valuable information and evidence relating to ASB incidents at the recreation ground. To assist with more capturing clearer images Members considered investigation the installation of approach lighting around the pavilion.

During discussion some of the comments made included:

- Lighting could be an annoyance to neighbouring residents
- Sensory approach lights could be triggered by wildlife
- Lights could provide another source for ASB
- Infrared or night vision cameras may be a more satisfactory solution

After discussion Members **AGREED** for the Clerk to undertake some research into as many alternatives as possible.

220.6 Update on ongoing claim for replacement goal nets and waste removal via small claims court

An update from the solicitors had not been received in time for the meeting.

221. PRINSTED AREA INCLUDING:

- **UPDATE ON SEA SCOUTS REGARDING ADVERSE POSSESSION CLAIM**
- **UPDATE ON PUBLIC LIABILITY CLAIM**
- **CONSIDERATION OF NEW SIGNAGE**

221.1 Update on Sea Scouts regarding adverse possession claim

An update from the solicitors had not been received in time for the meeting.

221.2 Update on Public Liability Claim

The situation is still ongoing.

221.3 Consideration of new signage

Officers have received calls regarding the continual blocking of access to the slipway and footpath. Inconsiderate parking is hindering access for wheelchair users and those with prams and buggies. To help address this problem Members are asked to consider installing 2 signs as follows:

- 1- Please keep footpath clear to allow access for all users
- 2- Please do not obstruct this slipway. Access is required at all times

Total cost including posts and fixings £95.84. The contract caretaker will undertake the installation and there will be some additional material costs approx. £25.00

Following discussion Members **AGREED** to **APPROVE** the quotations and further **AGREED** for the costs to be funded from the Capital Expenditure Budget.

222. FURTHER CONSIDERATION OF SIDS (SPEED INDICATOR DEVICES) INCLUDING CONSIDERATION OF QUOTATIONS FOR REPLACEMENT DEVICES (SPC 11th FEBRUARY 2025 - MIN. 177 REFERS)

The Clerks report was **NOTED** as circulated.

At the meeting of 11th February -Min 177 refers, Members asked for further information in relation to quotation 2, to ascertain if data could be collated via Bluetooth.

Bluetooth can be added at a cost of £379 per unit, taking the total purchase price per unit to £3986.00 + VAT

Total Cost for 2 units £7972.00

(only android phones are compatible)

However, Members were invited to consider an alternative quotation from a company that are currently offering a discount for the purchase of 2 units that offer the same specification:

Price per unit £2400

Price for 2 units £ 4800 minus discount £501 = £4299

+ Delivery £179.98 (£89.99 per unit)

Total cost for 2 units £4478.98 + VAT

Following discussion, Members **AGREED** to **APPROVE** the quotation for 2 new SIDs at a cost of £4478.98 +VAT, subject to confirmation the data will be compatible with WSCC. Members further **AGREED** for the costs to be met from reserves if the criteria did not meet CIL requirements.

223. UPDATE ON SUSSEX DAY EVENT INCLUDING UPDATE ON PLAQUE AND GRANT FUNDING

Members **NOTED** Officers reports as previously circulated.

Members considered various fonts for the tree plaques and **AGREED** to proceed with font Swiss 4L.

224. TO APPROVE AND NOTE AN APPLICATION TO OPEN AN ACCOUNT WITH THE HINCKLEY & RUGBY BUILDING SOCIETY

As part of the ongoing process to mitigate risk and spread the reserves, the Clerk is looking to open an account with the Hinckley and Rugby Building Society. In order to process the application, Minuted approval from Members is required.

Members **AGREED** to **APPROVE** for the Clerk to proceed with an application to open an account with the Hinckley and Rugby Building Society.

DATE AND TIME OF NEXT MEETING.

The next meeting is scheduled for Tuesday 13th May 2025

The Chair closed the meeting at 8.34pm