

## HUNSTON PARISH COUNCIL

Minutes of a Meeting of Hunston Parish Council held on Wednesday 29 July 2015 in the Annexe of Hunston Village Hall.

Present: Mr R Bates, Mrs B Delaney-Beckford, Mr K Furlong,  
Ms L Kenney (Chairman), Mr S Solliss, Mr A Knowlson (co-opted)

In attendance: Mrs C Smith (Clerk), Mrs M Evans (WSCC), 3 members of public

Meeting commenced at 7.26pm

### **56/15C Questions/Comments from members of the public.**

Two Residents from the main road explained that when they moved into Hunston 13 years ago they were told that the Foxbridge Drive car park for main road residents who had lost their parking when Foxbridge Drive was built. There was no evidence of this in writing but it had not been a huge problem over the years. However, recently since the arrival of the new development it was becoming increasingly difficult to find a space to park in the car park. It was noted that there seemed to be abandoned cars in the car park and no-one was very conscientious about using the space properly.

The residents asked the Parish Council as owners for help to resolve the problems and made the suggestion of putting in marked bays that could be allocated to certain households. They expressed a willingness to pay for the use of the car park.

The Parish Council needed to establish whether the land was considered private or public land so that any procedures for removing abandoned cars could be actioned correctly. It was noted that now that cars no longer had to show a tax disc vehicles could be checked directly on the CVLA website.

The Chairman thanked the residents for their comments and it was agreed that the Parish Council would look into options for the car park to be reviewed at the next meeting.

A resident asked what was going to happen about the Pond in Church Lane as having been involved last October in the clearance of the pond it appeared that it was back to square one. Cllr Solliss explained that the pond clearance had been part of a wider project to help ease flooding and that the Parish Council under the guidance of Jane Reeve, the Manhood Peninsula Wildlife Officer had secured Operation watershed funding from the County Council. This funding would be used to have the ditches around the pond and along Church Lane dug out mechanically. This work was due to take place in October and would be arranged and supervised by Jane Reeve.

It was noted that there may be further work necessary on the Pond over the winter and this could form part of a wider community project.

Two residents then left the meeting.

### **57/15C Co-option of a Councillor**

Mr Knowlson had presented himself for co-option onto the Parish Council. He has lived in the village for six years. His interests include drainage, lack of facilities for dog walkers and maintenance of cycle/footpaths. He was particularly interested in the activities that made the village unique such as the wheelbarrow races and bonfire procession.

**RESOLVED** that Andy Knowlson be co-opted onto Hunston Parish Council. Cllr Knowlson duly signed his Declaration of Office and was advised that his Register of Interests form should be returned to the Clerk.

Cllr Knowlson was welcomed by the Parish Council.

**58/15C District and County Councillor Reports.**

58.1 Mrs T Tull (District Councillor)

Mrs Tull had sent her apologies as she was unable to attend this meeting.

58.2 Mrs M Evans (County Councillor)

Mrs Evans reported that reports of a northern bypass which had appeared in the Chichester Observer was just one of a number of suggestions to ease congestion along the A27 and that no decisions have yet been made.

With regards the much debated Musculoskeletal Services contract, the Coastal West Sussex Clinical Commissioning Group has now made St Richards the preferred provider.

Full council met recently and the proposed boundary changes were debated. It is likely that Sidlesham will move to the Witterings Ward and North Mundham will then become part of Chichester South. Changes will likely come into effect from 2017 when County Council elections take place. It was noted that the Boundary Commission has the final say in any proposed changes.

Mrs Evans was asked about the new roadway that had appeared across the fields by the new Footbridge at the Whyke roundabout and whether this related to gravel extraction. Mrs Evans agreed to look into this and report back.

59/15C Apologies for absence.

Apologies for absence were received and accepted from Cllr Baker.

**60/15C Declarations of Interest.**

Cllr Furlong declared an interest in Agenda Item 13 as the recipient of one of the financial payments.

**61/15C Minutes of the Annual Parish Council meeting held on 20 May 2015.**

The Chairman called for the approval of the Minutes of the Annual Parish Council Meeting held on 20 May 2015. These were **AGREED** and the Chairman duly signed the Minutes as being a true record of that meeting.

**62/15C Matters arising from the Minutes of 20 May 2015.**

None.

**63/15C Terms of Reference for the Environment Committee.**

The Environment Committee presented Terms of Reference to the Parish Council for approval.

**RESOLVED** that the Terms of Reference be adopted with immediate effect.

**64/15C Parish Council newsletter.**

The background to the use and frequency of newsletters was explained for the benefit of the new Council. It was suggested that short profiles on Councillors would be useful along with updates on what the Parish Council is doing in relation to issues such as drainage, traffic calming and the Neighbourhood Plan.

There was some discussion on the use of email to distribute the newsletter and also the use of Facebook and Twitter. It was noted that there may be some difficulties in delivering newsletters where some people had opted to have this by email but it was felt that this should be promoted in the newsletter.

Articles for the newsletter and Councillor profiles were requested by 15 August 2015.

**65/15C Request from Chichester Free School to use the playing field for school sports**

A general request had been received from the Chichester Free School for permission to use the playing field for school sports. It was not yet known how often the Free School would require use but they had intimated that they would not require use of the village hall.

Concerns were raised about parking, particularly if the hall was in use and it was agreed that further information was needed from the Free School before any decision could be made.

**66/15C Clerks Report.**

The playground had recently been subject to RoSPA inspection and a number of items of equipment required attention. Emergency work had already been carried out on the roundabout as one of the top slats had been broken and a child had caught her leg in the resulting hole. It was agreed that the Clerk would circulate a copy of the report for the Council to review.

A number of emails had been received from a resident in the Foxbridge Drive estate detailing a significant amount of abuse that she and other residents had received particularly from Housing Association tenants. The resident concerned was advised that the Parish Council does not have any power to take action against anti-social behaviour. Police have recently issued letters about verbal abuse. It was agreed that the Clerk should write to the Housing Associations advising that it had been made aware of problems and that it was hoped that these were being properly dealt with.

At its meeting on 7 July 2015 the District Council's Cabinet agreed the principle of maintaining the grant to compensate Parish Councils for the loss of taxbase due to the continuation of the Council Tax Support scheme. The grant will be reduced in line with the reduction in the Council's funding from Government and will be confirmed at the December Cabinet meeting.

The Licensing Act 2003 (the 'Act') requires Chichester District Council, as a Licensing Authority, to publish at least every five years a Statement of Licensing Policy (the 'policy') with respect to the exercise of its various functions under the Act. The current policy has had effect since 2011 and therefore it is now necessary to prepare and consult upon a new policy in time for it to be published by the 7<sup>th</sup> January 2016. In preparing a revised policy, the District Council has carefully considered both the amended statutory guidance issued in March 2015 by the Home Office, along with its own experiences of implementing the Act over the past decade. There is now a 12 week public consultation period on the revised policy for the period 2016-2021, and this will close at midnight on the 4<sup>th</sup> October 2015. A copy of the revised policy is available from <http://www.chichester.gov.uk/draftpolicy>, and this will be circulated to Councillors for consideration at the next meeting.

This item is deferred until after the item on Finance.

**67/15C Staff matters.**

Chairman explained the differing roles of the Councillors and Clerk and the Council's duty of care to its employees. Councillors were directed to Good Councillors guide for further information.

**68/15C Finance.**

**68.1 Schedule of Payments and Receipts.**

A request had been received for the regular contribution for funding from Sammy Community Transport. Discussion on the benefits of the service and consider increasing the donation for next financial year.

An emergency transfer from the Parish Council was made to the Village Hall as cheques that had been sent to the bank appeared not to have been received. These cheques that were posted appeared in the Village Hall account the day after telephone calls had been made to chase their whereabouts.

The issue of depositing cheques will be resolved in September when Unity Bank payments are processed through NatWest Bank and the Clerk would be able to make deposits at NatWest.

**RESOLVED** that the payments listed in the schedule of payments and receipts totalling £8506.81 be authorised. See appendix 1 (July 2015)

68.2 Statement of Accounts

The Statement of Accounts up to 23 July 2015 was **APPROVED**.  
See appendix 2 (July 2015)

**69/15C Items for noting or referral to a future meeting.**

No additional items were raised.

There being no further business the Chairman declared the meeting closed at 9.10pm

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Chairman