

## HUNSTON PARISH COUNCIL

Minutes of a Meeting of Hunston Parish Council held on Wednesday 25 November 2015 in the Annexe of Hunston Village Hall.

Present: Mr K Furlong, Ms L Kenney (Chairman), Mr A Knowlson, Mr S Solliss

In attendance: Mrs C Smith (Clerk), Mrs M Evans (WSCC), Mrs T Tull (CDC)  
9 members of public

The meeting commenced at 7.06pm

### **83/15C Questions/Comments from members of the public.**

A resident raised the issue of the use of the Foxbridge Drive Car Park stating that in the planning documents it had been specific for the use of local residents only.

The Chairman responded that the use of the car park is currently under investigation by the Parish Council's Environment Committee and that local residents did not mean that the car park was only for the use of residents on the Foxbridge estate, it also included residents living along the main road.

A resident asked who was responsible for the trees in the area around Foxbridge Drive/Outram Way.

The resident was asked to contact the Clerk identifying the specific location of the trees in question.

A resident complained that some of the existing properties in Foxbridge Drive could now see directly into the bedrooms/kitchens of some of the homes in Farm Close.

Residents were advised to clearly set out bullet points for all the issues being raised with some indication as to how they would wish to see these issues resolved.

A resident highlighted problems with parking in Outram Way, anti-social behaviour issues, concerns about planning conditions not being properly met and the use of Section 106 monies.

Residents were advised that there were simply too many issues to be dealt with at the Parish Council meeting and agreed to hold a separate meeting with those residents to cover their specific issues.

Three residents then left the meeting.

A resident asked for clarification on how villagers money was being spent. Specific mention was made of the lights in the village hall.

The Chairman clarified that all questions related to the village hall were a matter for the village Hall Trustee. Residents were requested to itemise all their queries and send this to the Clerk. Residents would be given the opportunity to review these queries at the Trustee meeting which had been scheduled for Wednesday 16 December 2015.

Five residents then left the meeting

### **84/15C Co-option of a councillor**

This item was deferred to the next meeting.

### **85/15C District and County Councillor Reports.**

#### **84.1 Mrs T Tull (District Councillor)**

Mrs Tull had nothing specific to report but was available to answer any questions.

#### **84.2 Mrs M Evans (County Councillor)**

Mrs Evans highlighted a number of matters.

Flu jabs for residents over the age of 65, children under the age of 5 and other groups.

The Police Crime Commissioner consultation on the Police Precept which concludes

on 8 January 2016.

West Sussex Young Carers Service has been nominated for a national award for the work it has done for young carers.

Rural business can now apply for EU funding and the Library service now offers free computer and internet access for members.

Cllr Solliss reported that a car had recently gone through some hedging on the B2145 and Mrs Evans was asked to look into having the area cleared of debris.

Mrs Tull, Mrs Evans and a member of the public then left the meeting.

**86/15C Apologies for absence.**

Apologies for absence were received and accepted from Cllr Delaney-Beckford and Cllr Baker.

**87/15C Declarations of Interest.**

The Chairman declared an interest Agenda Item 15 (Finance) as a recipient of one of the payments.

**88/15C Minutes of the Parish Council meeting held on 7 October 2015.**

The Chairman called for the approval of the Minutes of the Parish Council meeting held on 7 October 2015. These were **AGREED** and the Chairman duly signed the Minutes as being a true record of the meeting.

**89/15C Matters arising from the Minutes of 7 October 2015.**

None.

**90/15C External meeting reports.**

West Sussex ALC AGM and conference were well attended. Existing Board members were ratified by those attending. Michael Chater was reappointed President. There was an excellent presentation from Sean Ruth, Chief Fire Officer whose role is to coordinate the emergency services response in case of major events.

**91/15C Playing field.**

90.1 Ongoing maintenance work on the football pitch

The Clerk reported that as part of the negotiations with the Football Club the parish Council had agreed to regularly review maintenance of the football pitch. It was recommended that the pitch be terra spiked again to aid with drainage. It was agreed to request that the field be terra-spiked at the most appropriate time.

90.2 Drainage issues at the rear of the playing field

The Clerk reported that although Mr Mann had cleared out the ditch at the rear of the playing field and repaired the culvert under the footpath last year the back end of the field remained very soggy. After some discussion it was agreed that the Clerk would seek some advice on possible courses of action from Jane Reeve (Manhood Wildlife Officer).

90.3 Inspections of the children's play area and maintenance work required.

The Clerk reminded the Council of the need to undertake regular documented inspections of the playground equipment. The latest RoSPA report had highlighted a number of areas for maintenance. It was agreed that the Chairman would summarise the issues from the RoSPA report and that Cllr Solliss and Cllr Knowlson would review this and see what work actually needs to be actioned.

### **92/15C Neighbourhood Plan.**

There has been no action on the Neighbourhood Plan for over 12 months. The questionnaires submitted last year have been looked at but not yet summarised. It is suggested that Councillors need to have a review of the Chichester Local Plan before any further work is done on the Neighbourhood Plan. To that end a copy of the Local Plan had been obtained for each Councillor. It is recommended that some training on the Local Plan is undertaken to identify what policies will be material to applications in Hunston so that any additional policies can be identified.

It was agreed that Councillors would review the Local Plan over the winter and email suggestions to the Clerk.

### **93/15C Parish Council newsletter.**

It was noted that the newsletter was still outstanding. The Chairman reported that in the past it had been suggested that Parish Councillors in pairs had been responsible for identifying the content and sourcing content for the newsletters which was then passed to the Clerk to format.

The Chairman offered to co-ordinate article with a deadline of 10 December for submission to the Clerk.

### **94/15C Clerks Report.**

#### Cycle Network

A Workshop on Cycle Infrastructure Design takes place on Saturday 19<sup>th</sup> March 2016 in Chichester (location tbc) from 9.30 am – 4.00 pm including lunch and refreshments. The workshop will be run and coordinated by 3 of the UK's leading Cycle Infrastructure Professionals. The aim of the workshop is to equip participants with the skills to analyse, comment on and ultimately improve designs provided by WSCC or developers. It is intended that participants should be able to contribute practical solutions to making cycling entirely safe and possible on more junctions and roundabouts than is currently the case. Participants will look at concrete examples from the local area eg Chemroute (the beacon project between Chichester and Emsworth).

#### External Audit

Since the abolition of the Audit Commission in April 2015 discussions have taken place with Government to persuade them to approve the formation of a Sector led body to procure Audit Services for Town & Parish Councils. The attached information gives more detail but I recommend that the Parish Councils does not opt out of this service. If it does it will have to engage the services of an External Auditor and this could be a costly exercise. It was agreed that Hunston Parish Council would remain in the sector-led arrangements.

#### Canal Footpath

West Sussex County Council have been working with Chichester District Council to try and resolve a flooding problem, north of the Chichester Canal along Pelleys Lane, Donnington. A problem has been identified at 'Sussex Cottage', Orchard Side, Hunston, which requires approximately 50m of new 450mm drain to be re-laid. Unfortunately, because of development within 'Sussex Cottage' the new drain cannot be re-laid on its original line. The work will require a section of footpath (FP196) adjacent the Chichester Canal and a section of footpath (FP181) adjacent to 'Sussex Cottage' to be closed for the duration of the work. The County Council is currently working with our PROW team with regards to the footpath closure and suitable alternative routes during the works.

The works are currently proposed to start on Monday 7<sup>th</sup> December 2015 and should take a maximum of 3 weeks to complete.

### Peninsula Forum Meeting

The next Peninsula Forum meeting takes place on Monday 7 December at 7pm at the Selsey Town Council offices.

### Schedule of Meetings for 2016

A draft schedule of meetings was circulated to Councillors.

#### **95/15C Finance.**

##### 94.1 Review of the draft budget for 2016/17 as proposed by the Budget working party.

The draft budget had previously been circulated to Councillors for consideration. A review of the figures was undertaken. Details of how the Tax Base impacted on the Precept calculations were given. It was noted that the Tax Base would likely rise again although this had to be ratified by the District Council in December. In addition the District Council's grant to compensate for the Council Tax reduction scheme was also likely to be reduced next year.

Although the Council felt the budget was reasonable it was agreed to defer any decision on the final figures and the Precept amount until the January meeting.

##### 94.2 Schedule of Payments and Receipts.

**RESOLVED** that the payments listed in the Schedule of Payments and Receipts totalling £13,517.68 be authorised. See appendix 1 (November 2015).

##### 94.3 Statement of Accounts

The Statement of Accounts up to 13 November 2015 were **APPROVED**.

See appendix 2 (November 2015)

#### **96/15C Items for noting or referral to a future meeting.**

None.

There being no further business the Chairman declared the meeting closed at 9pm.

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