

## HUNSTON PARISH COUNCIL

Minutes of a Meeting of Hunston Parish Council held on Wednesday 23 March 2016 in the Annexe at the rear of Hunston Village Hall.

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

In attendance: Mrs C Smith (Clerk), Mrs T Tull (CDC)

The meeting commenced at 6.55pm

### **19/16C Questions/Comments from members of the public.**

None.

### **20/16C District and County Councillor reports.**

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

The District Council boundary review is taking place with the idea to save public money. Reducing the number of District Councillors could save around £50K a year. There have been difficulties on the peninsula. Selsey wants to retain its independence from other parishes. Sidlesham is not big enough to be in a ward on its own. Hunston and North Mundham may be grouped together because of the shared school.

The consultation on the A27 is on hold until Highways come back with revised details. There will however be no northern route at all. Louise Goldsmith (Leader, WSCC) has asked for consultation period to be extended. Proposals will be on display at village halls in the area.

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

Mrs Evans had sent her apologies with the following report:

In response to enquiries about the work up by the A27 it appears that Highways England are "tidying up" after installing the footbridge but other sources will be questioned. A complaint has also been received about how faded the white lines are at the junction of the B2145 and the A27. This has been reported to Highways England, and they actually rang me to let me know that they will be going to inspect them and see if they need redoing.

West Sussex County Council are planning to do the work very soon to help people on the Chichester side access the footbridge more easily. There is a hold up on the Hunston side, until it is known whether the Free School has got planning permission for the convent the County Council cannot ascertain which side of the road to improve for pedestrians and cyclists.

With regard to the A27 there is no further news, but Louise Goldsmith (Leader, WSCC) will want the information out to the public as soon as possible.

The Ambulance Service has been in the press rather a lot recently, there will be a meeting with the Health and Adult Services Select Committee on 27 April when Members will be updated on what they are doing to comply with the Monitor report.

### **21/16C Code of Conduct**

#### **21.1 Declarations of interest.**

None.

#### **21.2 Requests for dispensations for disclosable pecuniary interests.**

None.

### **22/16C Apologies for absence.**

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

**23/16C Minutes of the Parish Council meeting of 20 January 2106.**

The Chairman called for the approval of the Minutes of the Parish Council meeting held on 20 January 2016. These were **APPROVED** and the Chairman duly signed the Minutes as being a true record of the meeting.

**24/16C Matters Arising from the Minutes of 20 January 2016.**

None.

**25/16C Chairman's Report.**

The Queen's birthday beacon lighting time has been set at 7.30pm

The Chairman had details of the publicity for the Queen Mothers 101<sup>st</sup> birthday which may be useful. A Buffet is being organised by the Community Club for the Family fun day on the 24 April. Unfortunately, the resident with a birthday on 21 April is not available to light the Beacon. It was agreed that the Chairman would contact Amanda Cope to see whether the Brownies would like to take on this task.

There will be an unveiling of the public art project on Tuesday 29 March at 10.30am.

The end product is wrought iron representations of the canal.

Mrs Tull left the meeting at 7.13pm

**26/16C Neighbourhood Planning**

The working party of three met and looked at the notes from previous NP Steering Group meetings. It was suggested that key points were picked out from the NP's of parishes that had been highlighted by the Clerk. In addition, it was felt that it might be useful to engage the services of a Planning Consultant to explain the process, what to focus on and what to avoid. It is therefore recommended that the Parish Council considers asking rCOH Ltd to come and talk to the Parish Council, perhaps including the original Steering Group members, about the Neighbourhood Plan and how if appropriate the Parish Council should tackle this project. A number of questions were raised about the Neighbourhood Plan, the Steering Group and whether the Consultants might present at the Annual Parish Meeting.

**RESOLVED** that the Clerk contact rCOH Ltd and arrange for them to come to talk to the Parish Council about the Neighbourhood Plan process. It was further agreed that all members of the Steering Group also be invited to this meeting.

**27/16C Annual Parish Meeting.**

It was agreed that the subjects covered would include the Free School application at the Convent, Neighbourhood Planning, traffic calming along with a residents Questions session.

It was agreed to move the Annual Parish Council meeting to Wednesday 18 May and hold the Annual Parish Meeting on 25 May 2016.

**28/16C Annual Risk Assessments.**

The Parish Council risk assessments having been updated and circulated to Councillors were reviewed. It was noted that there were no areas of concern as a result of the review. The Clerk had also updated the Playground inspection sheet and advised that for insurance purposes it was necessary that an inspection should be carried out on a regular basis. It had been agreed that once the new meeting room had been installed then the Councillors would undertake some of the inspections on a rota basis. It was agreed that Cllr Baker would sort the rota for the inspections.

**29/16C Village Hall.**

A request has been received from the Trustee of Hunston Village Hall for a short term loan to help with the costs of replacing the windows and doors of the Village hall and

Community Club. It was noted that the Community Club would be funding 50% of the residual costs for the doors and windows in their part of the building.

**RESOLVED** that the Parish Council makes an interest free loan to the Village Hall of £1800. This would be repaid in three instalments, September 2016, March 2017 and September 2017.

### **30/16C Community Support Teams (formerly known as Highways Rangers)**

The County Council is reviewing delivery of a number of services including the Community Support Teams. These teams currently undertake small scale street scene improvements such as; clearing vegetation overhanging paths, hedge trimming, sign cleaning, removal of unlawful signs, clearing debris from gully tops and small culverts.

The County Council is looking to pass some or all of these types of function to the Parish Council. There was a wide ranging discussion on the options presented and it was suggested that reference to the type of work that may have to be done through the parish is mentioned at the Parish Meeting in an effort to seek volunteers.

It was also agreed that it may be worth exploring the Bolney Parish Council volunteers model as that had been particularly successful.

### **31/16C Clerk's Report.**

#### Practitioners Conference

A report on the Practitioners Conference had previously been circulated and was noted.

#### Consultation on Surface Water and Drainage Supplementary Planning Document

Consultation under Regulations 12 & 13 of the Town and Country Planning (Local Planning) (England) Regulations 2012. Chichester District Council is undertaking consultation on a Surface Water and Drainage Supplementary Planning Document (SPD). The Surface Water and Drainage SPD expands on the objectives and policies of the adopted Chichester Local Plan: Key Policies 2014-2029. The Plan recognises that to deliver the growth sustainably and in a timely manner, the proper management of water and an understanding of whether existing infrastructure can cope with an increased demand are important. This SPD will be a material consideration when assessing planning applications or appeals and will be reviewed and updated periodically as necessary. The information contained within the SPD will also provide useful advice to developers and consultants when preparing planning applications to ensure that their development fully considers the water environment and how it should be managed. Consultation runs from 10th March to 21 April 2016.

It was noted that this was a technical document and Councillors had nothing useful to add.

### **32/16C Finance.**

#### **32.1** Adoption of the LGPS Pensions Discretions Policy

It was agreed that this would be reviewed and adopted at the next meeting.

#### **32.2** Schedule of Payments and Receipts

**RESOLVED** that the payments listed in the Schedule of Payments and Receipts totalling £4357.64 be authorised. See appendix 1 (March 2016)

#### **32.3** Financial Statement for March 2016

A full review of the Financial Statement was undertaken. It was noted that the budget had been exceeded in a number of areas and that where this had happened the overspend had been taken out of general reserves.

SLCC Subscription costs shared with West Itchenor Parish Council.

Clerk's Salary overspend was due to an increase in the Clerk's working hours during the year that had not been budgeted for.

Bus shelter cleaning overspend was due to the late payment of the invoice for March 2015.

It was also noted that there had been a lot of capital expenditure on the Village Hall as Section 106 were spent during the year on new tables and chairs.

The Statement of Accounts up to 18 March 2016 were then **APPROVED**.

See appendix 2 (March 2016).

**33/16C Items for noting or referral to a future meeting.**

The Chairman advised that she would not be standing again as Chairman of the Council in May 2016.

There being no further business the Chairman declared the meeting closed at 8.20pm

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

\* The Parish Council meeting will commence directly after the Planning Committee meeting but not before 6.30pm