

HUNSTON PARISH COUNCIL

Minutes of a Meeting of Hunston Parish Council held on Wednesday 26 July 2018 in the Annexe at the rear of Hunston Village Hall.

Present: Mr S Baker, Mr D Betts, Mrs J Foster (Chairman), Miss A Smith, Mr C Vinton

In attendance: Mrs C Smith (Clerk), PCSO Will Winter, PCSO Matt Iles

The meeting commenced at 7pm

78/18C Questions/Comments from members of the public.

As part of a new initiative PCSO's were tasked with visiting the Parish Council on an annual basis and the PCSO's asked if there were any areas of concern in the village. The Parish Council advised that the main priority was for traffic calming, the death of an elderly resident earlier in the year was highlighted along with concerns about the management of traffic around the new free school, increasing housing development in Selsey and Pagham

The PCSO's explained that they mostly dealt with offences. A colleague, PCSO Jason Lemm deals with the community speedwatch groups. If there is a problematic area then the PCSO's will get involved as has happened in Westhampnett.

The Traffic unit has less resources and consequently rather than only traffic officers dealing with traffic related issues other officers are now being trained up to deal with traffic issues. They briefly talked about the process for setting up a community speedwatch group, how vehicles are reported and at what stage they are prosecuted.

The PCSO's gave a brief outline of what they do and agreed to send some information the Parish Council could share with residents. Many parishes are concerned about crime statistics and a lack of presence on the streets. They acknowledged that many residents would like to have a PCSO. Understand the financial constraints. No major issues in Hunston.

The PCSO's also highlighted hidden issues such as child abuse, domestic abuse and explained the need to increase awareness. They also highlighted the ways to contact the police, people are encouraged to help the Police by reporting matters, 999 for emergencies, 101 for lesser issues and online reporting.

The work of SGT Tom Carter the Rural Crime Officer for Sussex Police was highlighted.

The PCSO's were thanked for their time and they left the meeting at 7.37pm

79/18C District and County Councillor reports.

Both the District and County Councillors had sent their apologies for the meeting. Mr Fitzjohn had supplied some information on revised access to Berrymead Farm

80/18C Code of Conduct.

80.1 Declarations of interest

None

80.2 Written requests for dispensations for disclosable pecuniary interests.

None

81/18C Apologies for absence.

Apologies for absence were received and accepted from Cllr Gregory and Cllr Marshall.

82/18C The Minutes of the Parish Council meeting of 27 June 2018.

On a proposal from Cllr Baker, seconded by Cllr Smith it was **RESOLVED** that the Minutes of the Parish Council meeting held on 27 June 2018 be confirmed as a true and correct record of the meeting and they be signed by the Chairman.

83/18C Matters arising from the Minutes of 27 June 2018.

83.1 Payment for village hall rooflight

It was reported that the bank had been successful in reclaiming the original payment for the rooflight. The money had been refunded to the Parish Council and subsequently the contractor had now received the full payment into his correct account.

83.2 Bus stop footpath.

On the recommendation of the Highways Officer, this would be added to the application for the pedestrian crossing outside the village hall. A working party meeting would be set up to look at this.

83.3 RoSPA report

Further to the recommendations of the RoSPA report the swings had been removed.

84/18C Reports from external meetings attended by Councillors.

Sustainable Tourism on the Manhood Peninsula (STOMP) meeting – Cllr Betts

Cllr Betts felt the meeting was quite Selsey orientated, neighbouring parishes pointed out anything happening on the Manhood means traffic comes through other villages first. A Co-ordinated Transport Policy had been dismissed but parish councillors agreed this must be considered. The STOMP group was trying to promote longer stays on the peninsula so there would be less traffic going through villages. The next meeting would be on 26 September in North Mundham.

The Chairman and Clerk had met with Howard Oynes the Chair of Governors of the Free School. A number of questions had been raised with him; concerns about transport of students to the school, the lack of parking for all the staff, traffic along the B2145 during school start and finish times and rubbish around the bus stops.

Mr Oynes had confirmed that the Free School would not be laying on bus transport for the children, this was being organised by the parents directly with local bus companies. 1000 children are due to start on 6 September. Although the school has done a survey on transport there was no clear indication as to how this was going to work. It was pointed out that there would reasonably around 200 members of staff on site during the day and only 53 parking spaces had been provided. Mr Oynes had talked about trying to acquire additional land for parking and sports pitches.

It was suggested that the Parish Council go up and observe for the first couple of weeks. There will be a toucan crossing in place but no-one has been allocated to supervise children using the crossing.

The school will be happy to make a co-ordinated approach to WSCC regarding footpaths to the south of the school.

It was noted that the Parish Council had mentioned to Mr Oynes that there appeared not to be any rubbish bins for the bus stops. Whilst the Parish Council had agreed to maintain the shelters it would not commit to providing bins.

It was also noted that the TRO to reduce the speed limit to 40mph outside the school was now in place, although it won't become operational until September 2018. In addition there would be a temporary reduction in limit to 30mph either end of the school day.

Cllr Baker and Cllr Foster had attended a meeting with Andrew Frost (Director, Environment and Planning, CDC) to highlight developments for the Local Plan. Details of the Housing Needs Assessment put in place by the government were explained along with the implications for North Mundham and Hunston. Mr Frost had given some background information on how sites for development may be assessed and confirmed that any allocation to the two parishes would not be strategic allocations. That is, they wouldn't be sites directed for development by the District Council. Mr Frost had indicated that the District Council would work with parishes on developing a Neighbourhood Plan and highlighted options such as having a Neighbourhood Plan lite. St Ives, Cornwall and areas of the Lake District had done this and had developed a single policy Neighbourhood Plan that focused on there being no second homes in the district.

There was some discussion on Neighbourhood Plans and how detailed they may or may not have to be. The Clerk highlighted that it would not be necessary to repeat anything that was already contained either within the National Planning Policy Framework or the Chichester Local Plan. It was acknowledged that this was a big task and that assistance and advice would be needed.

It was suggested that the next step would be to engage someone who would be able to assist with the Neighbourhood Plan. It was known that grants were available and it was felt that Mrs Chaffe, Processmatters2 should be approached to see if there was someone she could recommend.

The Clerk advised that the Parish Council had already made a resolution previously (November 2016) to engage the services of a contractor and that it would have to review that decision if it were to engage the services of someone else.

It was agreed that Cllr Foster would contact Mrs Chaffe and that the matter would appear on the September agenda.

85/18C Project updates.

85.1 Refurbishment of the hard-court area and Children's playground

Cllr Vinton had met with the preferred contractor this week. He had been given contact details of another parish that had used their services. Revised plans were being prepared and these would be sent over shortly. The revised costing for the refurbishment of the hardcourt area was in the region of £130,000 and the next task was to consider how to progress funding applications.

Revised plans for the children's play area were also in hand.

In the shorter term work was required on the existing children's play area. The costs to take out the posts for the existing swings and the mini slide unit were £400.00. The Council had some discussion on replacement of the swings and whether there were funds to replace on set of swings or both. It was felt that there might be safety issue having a junior and a toddler swing on the same unit.

A quote to put in a new set of swings had come to nearly £5,000.00

A suggestion was made that the Parish Council looked at having basket swings installed. It was **RESOLVED** that the Parish Council would have the existing swing frames and baby slide removed from the playground.

It was also agreed that additional quotes would be sought to replace one set of swings and to consider the including of a basket swing. Due to the need for swift action it was agreed to hold an extraordinary meeting on Wednesday 8 August at 9am to consider any quotes that had been received.

It was noted that the damage to big metal slide had been repaired.

85.2 Traffic Regulation Order for B2145 (southbound)

It was noted that the speed check had been carried out. The TRO request would come before the County Local Committee in October 2018.

85.3 Neighbourhood Plan

This had been covered in Min 84/18C.

86/18C Hunston Vintage Fete

Cllr Foster reported that all was going to plan. The Manhood Classic Car Club had agreed to attend as had the Fire Service, there would also be vintage tractors and a vintage Ice Cream van. St Johns ambulance were being booked.

The Vicar had agreed to open the fete alongside Cllr Foster. The Community Club had agreed to provide soft drinks. Other activities such as the walking football and tug of war were in hand.

87/18C Hire of football pitch / changing rooms by Hunston Community Club Football Club

The Clerk reported there had been communication from the football club restating its objection to the proposed costs for using the pitch and changing rooms. Although the football club had not returned the hiring agreement it had indicated its desire to use the facilities for the forthcoming season and had paid directly to the Parish Council the initial payment of £280 within the timescales set. Details of an email from the football club were read out and noted.

It was agreed that the Clerk should remind the football club of the requirement to return the booking form.

88/18C Policy Adoption and/or review.

It was agreed to postpone this item to the next meeting.

89/18C New Homes Bonus application.

The application for the New Homes Bonus funds had been prepared with all the relevant documentation. The only outstanding item was the third quotation. A third contractor had visited earlier in the day and a quote would be sent shortly. In light of the difficulties in getting quotations it was suggested that the decision on which quotation to recommend as part of the application process be delegated to the Clerk, Chairman and Vice Chairman. This was agreed.

90/18C Clerk's Report and correspondence.

The Clerk reported ongoing issues with the laptop used by the admin assistant. It was reported that previously it had been agreed to budget for a replacement every 5 years to enable staff to work efficiently.

It was recommended that the Parish Council purchase a new laptop and delegate the authority to the Clerk to choose an appropriate laptop to the maximum value of £500. It was **RESOLVED** that the clerk be authorised to order a suitable replacement laptop for the admin assistant up to a maximum value of £500.

91/18C Finance.

91.1 Schedule of Payments and Receipts

On a proposal from Cllr Vinton, seconded by Cllr Foster it was **RESOLVED** that the payment for the laptop be taken from current reserves and that the schedule of payments and receipts totalling £10,042.30 be approved for payment.

91.2 Financial Statement for July 2018

It was noted that the New Homes Bonus funds earmarked for the rooflight had been spent and this should be removed from the statement.

92/18C 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 9.32pm

Signed _____ Date _____
Chairman