

HUNSTON PARISH COUNCIL

Minutes of a Meeting of Hunston Parish Council held on Thursday 22 November 2018 in the Annexe at the rear of Hunston Village Hall.

Present: Mr D Betts, Mrs J Foster (Chair), Miss A Smith

In attendance: Mrs C Smith (Clerk)

The meeting commenced at 7.31pm

105/18C Questions/Comments from members of the public.

None.

106/18C Co-option of a Councillor.

A resident who had expressed interest had advised that due to new work commitments until July 2019 they felt currently unable to join the Parish Council at this time, although they would consider this once the work contract had ended.

107/18C District and County Councillor reports.

Apologies had been received from the District and County Councillors.

108/18C Code of Conduct.

Declarations of interest from Councillors.

None

Written requests for dispensations for disclosable pecuniary interests.

None.

109/18C Apologies for absence.

Apologies for absence were received and accepted from Cllr Baker, Cllr Gregory and Cllr Vinton.

110/18C Minutes of the Extra Parish Council meeting of 8 August 2018.

On a proposal from Cllr Smith, seconded by Cllr Betts it was **RESOLVED** that the Minutes of the extra Parish Council meeting held on 8 August 2018 be confirmed as a true and correct record of the meeting and they be signed by the Chairman.

111/18C Minutes of the Parish Council meeting of 19 September 2018.

On a proposal from Cllr Smith, seconded by Cllr Betts it was **RESOLVED** that the Minutes of the Parish Council meeting held on 19 September 2018 be confirmed as a true and correct record of the meeting and they be signed by the Chairman.

112/18C Matters arising from the Minutes of 19 September 2018.

Minute 97/18C – The Chairman had met with Geoff Hand, Chairman of Fishbourne Parish Council on 8 November 2018.

Minute 98/18C – The refurbishments on the children's playground had now taken place.

Minute 102/18C – The information meeting for the FLOW project had taken place on 21 November 2018. In addition, Jane Reeve had organised diggers to go in and clear out the pond opposite Spire Cottage. Additional working groups organised by Jane Reeve were due to take place in December 2018.

113/18C Project updates.

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

This item was deferred to the next meeting.

Pedestrian Crossing and footpath

This item was deferred to the next meeting.

114/18C Chichester Local Plan review/ Hunston Neighbourhood Plan.

The Chairman reported that the Parish Council had been informed by Chichester District Council Officers at a meeting on 30 October 2018 that the Hunston housing allocation would be 200, with North Mundham being given a housing allocation of 50. Since then the Neighbourhood Plan working party has met every Friday to progress matters. The Chairman had met with Geoff Hand, Chairman of Fishbourne Parish Council who confirmed that the approach from the District Council to Hunston over housing allocation had been the same as theirs. The Chairman and Clerk had prepared and presented questions to the District Council Cabinet meeting on 14 November 2018 and additionally at the District Council's full Council meeting on 20 November 2018 questioning the allocation and its justification. At the full Council meeting our District Councillor, Tricia Tull had supported the Parish Council.

Additionally, the Chairman, Cllr Betts and the Clerk had met with representatives from the Church Commissioners to discuss their Vision Statement for Hunston. A public meeting is due to take place on 28 November 2018 to discuss the Hunston Neighbour Plan.

The Chairman expressed her thanks to all Councillors for delivering invitations to the meeting at short notice.

The consultation on the draft Chichester Local Plan starts on 13 December 2018 and runs until 7 February 2019. The Parish Council agreed to review its response at the January meeting.

The Parish Council will be holding a public meeting on Wednesday 28 November 2018 in the main village hall. The meeting will start at 6.30pm and it is anticipated that a considerable number of residents may attend. Arrangements for the meeting were finalised and work on the presentation was well in hand.

115/18C Policy Adoption and/or review.

Aims and Objectives

The Aims and Objectives, having been reviewed by a working group had been circulated to Councillors. It was felt that the document was concise and the aims and objectives were aligned with each other. It was agreed to put this document on the website.

On proposal from Cllr Betts, seconded by Cllr Smith it was **RESOLVED** that the Aims and Objectives as presented be adopted immediately.

Internal Dispute Resolution Procedure (Pension Scheme)

As an employer within the West Sussex County Council Local Government Pension Scheme the Parish Council must have an Internal Dispute Resolution Procedure (IDRP) in place, specific for pension matters. An IDRP is a statutory process which allows for members who are not satisfied with a decision that affects their pension benefits, and is a requirement of The Pension Regulators Code of Practice.

On proposal from Cllr Betts, seconded by Cllr Smith it was **RESOLVED** that the Internal Dispute Resolution Procedure as presented be adopted immediately.

116/18C 2019 Parish Council elections.

The Parish Council elections take place in May 2019. As the Parish Council has one existing vacancy and it was known that some Parish Councillors may not stand in May 2019 it was agreed to hold a couple of open events where people who might be interested could come along and find out some further information about what is involved.

These events would take place on 31 January and 9 February and would be publicised in the new year newsletter, on the Parish Council website and Facebook pages.

117/18C Clerk's Report and correspondence.

New homes bonus

As previously reported the Parish Council had been successful in securing New Homes Bonus funding to help towards the new disabled toilet in the hall. The District Council had sent paperwork outline the terms of the grant and the Council was asked to authorise acceptance of these terms.

On a proposal from the Chairman, seconded by Cllr Betts it was **RESOLVED** that the terms be accepted and the paperwork be signed.

Lets talk panel

Details of the Chichester District Council's 'Lets Talk' panel were circulated for information. It was agreed to put this information on the Parish Council website, noticeboard and Facebook page.

118/18C Finance.

Requests for grants or donations.

Requests for grants had been received from North Mundham Primary School and Homestart, an organisation that provides support for local families.

Cllr Smith immediately declared an interest in the application from the school as she has a child attending the school.

On a proposal from the Chairman, seconded by Cllr Betts, it was **RESOLVED** that under section 137 of the Local Government Act 1972 the following grants be given.

North Mundham Primary School	£50
Homestart	£150

Draft budget for 2018/19

The Clerk having previously circulated the draft budget prepared by the working group explained how the group had arrived at the figures presented.

The Clerk explained how the Band D rate for residents was calculated and that this figure was set by Chichester District Council in December. It was also reported that the additional house in Brook Lea would have a positive effect on this figure.

It was agreed to review the budget in January when the Tax Base had been set by the District Council.

Notice of Conclusion of Audit for the year ended 31 March 2018.

The notice of conclusion of audit for the year ended 31 March 2018 had been received and displayed on the Parish Council noticeboard and on the Parish Council website.

External Auditor Report and certificate for the year ended 31 March 2018.

The External Auditor Report had been received and it was noted that the Parish Council had received an unqualified report, meaning that the parish Council had operated within the regulations for the year. Thanks were given to the Clerk for her work in preparing the Parish Council's accounts and administration for the audit.

Schedule of Payments and Receipts

On a proposal by Cllr Betts, seconded by Cllr Smith it was **RESOLVED** that the following payments be made:

Transport budget be reclassified as Miscellaneous.

The Communications budget be reduced to £900 and that £200 be transferred to the new Miscellaneous budget and that £500 be transferred to the IT budget.

On a proposal by Cllr Betts, seconded by Cllr Smith it was **RESOLVED** that the payments totalling £15,798.43 be approved for payment.

Financial Statement for November 2018

The Financial Statement for November was approved and Cllr Betts signed off the bank statements.

119/18C Items for noting or referral to a future meeting.

External Meeting reports and Footpaths.

It was noted that Cllr Betts had attended a number of meetings on behalf of the Council and thanks were given to him for his attendance. In addition, Cllr Betts would circulate to Councillors an overview of these meetings.

There being no further business the Chairman declared the meeting closed at 8.27pm

Signed _____ Date _____
Chairman