

**Minutes of the Meeting of Chidham & Hambrook Parish Council  
in the Chidham & Hambrook Village Hall on 2<sup>nd</sup> February 2017 at 7.00pm**

**Present:** Cllr Andy Collins (Chairman)  
Cllr Geoffrey Hyde  
Cllr Jane Towers  
Cllr Jacky Sheppard  
Cllr Linda Wilkinson  
Cllr Ina Littlefield

**In attendance:** The Clerk: Caroline Davison, Cllr Penny Plant (CDC), Cllr Myles Cullen (CDC)  
Cllr Jonathan Brown (CDC), Cllr Ms Sandra James (WSCC)  
Mike Penny – local resident

**173-16 Apologies for absence:**

Apologies for absence were received from Councillors Cliff Archer and Philip MacDonald.

**174-16 Declaration of Interests and Granting of Dispensations if any:**

- a) There were no declarations of interest
- b) There were no dispensation requests

**175-16 Minutes**

**Resolved** that the subject to the following amendments the Minutes of the Parish Council Meeting held on 5<sup>th</sup> January 2017 be approved as a true and accurate record and signed by the Chairman:

Cllr Jonathan Brown to be identified as CDC not WSCC.

The precept figure of £42,855.00 be included.

**176-16 Public Forum**

Mr Mike Penny, a resident of Hambrook and co-opted member of the Play and Open Spaces Advisory Committee, raised the following concerns in respect of activity at the Pynham Manor development in Broad Road, Hambrook:

- 1) Mr Penny reported that the contractors in the process of clearing an area on the western edge of the site had removed a significant number of trees. He considered that these were specimen trees which had been planted a number of years previously using public funds. Mr Penny was concerned that more of the remaining trees would also be removed.

It was agreed that the Clerk would make contact with Mildren Homes to ascertain what was planned regarding the remaining trees. Councillor Myles Cullen was asked to investigate whether there had been a breach of planning with the removal of the trees.

- 2) Mr Penny reported that the fence next to the northern part of Footpath 258, which runs along the western side of the site, had been extended further to the south. As a result there was now limited space between the new fence and the ditch for the footpath to run and as vegetation had not been cut back this now encroached onto the footpath making it difficult for users to pass along. Clay had also been thrown onto the footpath when the fence installation had taken place

It was agreed that the Clerk would make contact with Katherine Eels at WSCC to discuss.

- 3) Finally, Mr Penny informed the Council that clay slurry was being discharged from the site through a newly installed yellow pipe under the footpath and into the ditch adjacent to the footpath.

It was agreed that the Clerk would speak with Andy Traves from Opus to determine when he was due to carry out the drainage survey on behalf of Southbourne Parish Council.

The Chairman thanked Mr Mike Penny for his representation at the meeting and advised that the Clerk would keep him informed as to the outcome of her investigations.

### **177-16 Notice of Casual Vacancy**

Following the sad and sudden death of Councillor Barry Leighton there was a casual vacancy on the Parish Council for a Parish Councillor.

**Resolved that** the Clerk would post a notice on 6<sup>th</sup> February 2017 to advertise the casual vacancy with an opportunity for a by-election if ten or more electors call for it. If no by-election was called by 23<sup>rd</sup> February 2017 then the Clerk would advertise for the vacancy to be filled by co-option from 24<sup>th</sup> February 2017 with a closing date of 24<sup>th</sup> March 2017. Interested parties to submit their names with a brief resume as to why they would wish to become a Parish Councillor highlighting their knowledge, skills and relevant experience to the Clerk in writing by the cut-off date. The nomination of a new Parish Councillor would be considered by the Parish Council at their Council Meeting on 6<sup>th</sup> April 2017.

### **178-16 Reports**

#### **a) Chairman of the Parish Council's Report**

The Chairman of the Parish Council, Cllr Cliff Archer had submitted a written report which is attached in Appendix I to these minutes.

In his report Cllr Archer passed on thanks from Elaine, the widow of Councillor Barry Leighton, to the many Parish Councillors who had attended his memorial service at St Mary's Church on 13<sup>th</sup> January 2017. She had said that it was a great comfort to herself and her children to have had so many people attend this service.

Cllr Archer reminded Councillors that there was a meeting on Tuesday 7<sup>th</sup> February 2017 at 7.30pm in the Village Hall to discuss arrangements for the Annual Parish Meeting.

Cllr Archer also reported that he was still actively pursuing sources of funding for the repointing works to the Chidham Lane Tidebank and would report to the Parish Council in due course.

#### **b) District Councillors' Reports**

Cllr Myles Cullen (CDC) had submitted a report on Fly Tipping in the District which is attached in Appendix II to these minutes. Cllr Cullen CDC reported that there had been 677 fly tips reported in the District in the current financial year which represented an increase of 74% on the previous year. Since October 2016 the Environmental Protection Team have been assisted by the Corporate Counter Fraud Officer, Mr Jez Todd, in investigating fly tips and putting the cases together for prosecution. These investigations could be complex and time consuming as well as expensive. Cllr Cullen stated that any information which individuals can give them regarding fly tips would be well received.

Councillors asked Cllr Cullen whether fly tips can be pinpointed to areas where HWRS's had been closed. It was stated that this had not yet been evidenced.

Cllr Penny Plant (CDC) reported that there was current development of a LoveWestSussex phone app which it was hoped would make reporting of fly tips easier and more straightforward.

Cllr Plant (CDC) noted that at present if you read the local newspaper you would find out all that was going on at Chichester District Council and that Councillors had to be careful that what was being reported was accurate and factual.

Cllr Plant reported that Tim Peake's visit to his exhibition at the Novium Museum the previous Friday had been well received. A question was asked as to whether the Novium was going to remain open. Cllr Plant replied that whilst the museum was expensive to run there was no doubt that it would remain open and options were currently being considered as to how it could be run more efficiently.

It was noted that there had been considerable excitement at the finding of the remains of three substantial Roman dwellings under the Priory Park in Chichester.

**c) County Councillor's Report**

Cllr Ms Sandra James (WSSC) reported on the budget formulation for WSSC to be presented at the Council Meeting on 16<sup>th</sup> February 2017. This was seen to be 'balancing the budget'. Cllr Ms James (WSSC) highlighted the following figures:

- A Council Tax Rise of 3.95% is proposed for next three years reducing to 1.95% in 2020/21  
(2% Adults Social Care and 1.95% for all other services)
- Net Revenue spending to fall by 1.1% to £528.9m in 2017/18
- Savings of £16.8m in 2017/18 are required
- £9.4m of Reserves was used in 2017/18 to cover budget shortfall
- Savings and income generation options to be explored
- Debt mountain to finance capital budget would rise from £521m in 2016/17 to £789m in 2021/22
- WSSC council tax to rise as well as both the CDC and Police precept to increase.

Cllr Ms James (WSSC) highlighted the concerns in respect of the increase in fly tipping and reported that she had lodged a written question for the Council Meeting on 17<sup>th</sup> February and re-requested a cost analysis from the WSSC Cabinet Member in an attempt to establish the relative costs of clearing up fly tipping compared with the costs saved by closure of the Hambrook HWRS.

Cllr Ms James (WSSC) advised that she was due to attend a meeting on 7<sup>th</sup> February 2017 with Cabinet Member David Barling in respect of the feasibility of reopening the Hambrook Site as a reuse facility.

It was reported that at the Crime Panel in Lewes on 20<sup>th</sup> January 2017, Cllr Ms James (WSSC) proposed a deferment to the decision on whether to vote for an increase to the police on the basis that in her opinion there was insufficient information available from the Police and Crime Commission (PCC) on where that policing would be deployed within West Sussex. She also raised with the PCC that the cuts that the Commissioner had helped to bestow on policing in West Sussex would mean that any proposed increase in policing would merely serve to redress some of the numbers which had been previously lost.

Cllr Ms James (WSSC) took forward to the Commissioner a question raised by Cllr Philip MacDougall from the Parish Council and the question and response is attached to these minutes in Appendix III.

#### **179-16 Finance and Corporate**

- a) **Resolved** to accept the Financial Statement for January 2017 (See Appendix IV).
- b) **Resolved to** authorise February 2017 payments

#### **180-16 Planning Committee**

- a) The Minutes of the Planning Committee Meeting held on 10<sup>th</sup> January 2017 were received and noted. The Minutes of the Planning Committee Meeting held on 31<sup>st</sup> January 2017 were being prepared.  
Cllr Wilkinson was pleased to report that at the CDC Planning Committee Meeting the previous day the planning application for a dwelling in the style of a signal box at Nutbourne had been approved by CDC Planning Officers. The Parish Council had been strongly in favour of this application and Cllr Wilkinson and Collins had attended this Meeting and made representations in support of the planning application. Thanks were conveyed to Councillor Cullen CDC who had 'red carded' this planning application so it would be considered by all Planning Officers at the CDC Planning Committee Meeting.
- b) It was noted that the next Parish Council Planning Committee Meeting would be held on Tuesday 21<sup>st</sup> February 2017 at 7.30pm in Chidham & Hambrook Village Hall.

#### **181-16 Finance & General Purposes Working Group Meeting**

The Clerk reported that at the Finance & General Purposes Working Group Meeting the previous week Members had discussed the projects currently identified on the Infrastructure Business Plan and listed in the Community Facility Audit.

#### **182-16 Future Village Hall Refurbishment Projects**

The report from Cllr Towers was received taken as read (see Appendix V).

Concern was expressed by Councillor Ms Sandra James (WSSC) and a number of Parish Councillors about the proposal by the Village Hall Management Committee to rename the Chidham & Hambrook Village Hall as 'The Old Malthouse Village Hall'.

Cllrs Towers and Sheppard reported that extensive discussion by the Village Hall Management Committee had been undertaken in respect of the current name and which alternative names might be more suitable. As the Village Hall served the whole Parish it had been felt that to add Nutbourne East to the name would not work but similarly just to include one or two of the village names as currently was not correct either. As the Village Hall had formerly been a malthouse the proposal to rename the Village Hall as 'The Old Malthouse Village Hall' clearly reflected its former use.

Cllr Ms Sandra James (WSCC) asked whether the Village Hall Management Committee could ask the views of the residents in the Parish. Cllr Towers stated that she would take this proposal and Councillors' comments and suggestions back to the Village Hall Management Committee but emphasised that there was pressure on the Committee to change the current name as soon as possible.

It was agreed that the Cllr Towers and the Clerk would liaise in respect of the proposed hanging sign for the Village Hall.

### **183-16 Bus Shelter at Barleycorn North**

At the January Parish Council Meeting the Parish Councillors had considered two design options for the bus shelter at Barleycorn North and had decided in favour of the Denbigh. It had been agreed that the Clerk would get a quotation for a slightly longer bus shelter than the standard Denbigh design but still with just one entrance on the left-hand side.

The Clerk had obtained a quotation for a 4m long bus shelter in the Denbigh design and the two quotations were compared by Parish Councillors.

**Resolved that** the 4m long Denbigh was the preferred design for the location. It was agreed that the Clerk would proceed with obtaining two additional quotations for removal of the old bus shelter and base and installation of the new shelter.

### **184-16 Street Lighting in Flatt Road, Nutbourne**

- a) It had been reported at the January Parish Council Meeting that a resident had concerns about the street lights in Flatt Road being turned off between 12.00am and 5.30am following an incident in which an ambulance man had tripped up in the dark whilst transporting the resident in the early hours of the morning between his home and the waiting ambulance. The resident had asked the Parish Council Chairman whether the street lights might be left on during the planned construction works at the end of Flatt Road. The Clerk had been asked to look into the logistics of this proposal.
- b) The Clerk reported that she had been advised it was County policy for street lights to be turned off between the hours of 12.00am and 5.30am. The CDC Planning department had confirmed that it was the responsibility of the contractor to ensure that all construction materials were safely stored and to ensure that there were any necessary safety barriers, fencing and lights in place to enforce this. If building materials for any reason were to be unloaded and stored at a location which was not stipulated within the planning conditions then removal of these materials would be a planning enforcement matter. SSE had advised that the costs of changing the cell in each of the street lights would be in the region of £200 excluding VAT per change so overall the cost of changing the phasing of the two street lights for the duration of the construction works would be in the region of £1000 including VAT. It was noted that this sum had not been budgeted for in the annual budget.
- c) Members considered that neither the need for all night street lighting nor the cost could be justified.

**Resolved** not to change the phasing of the two street lights for the duration of the construction works at the end of Flatt Road.

The Clerk in conjunction with The Parish Council Chairman to advise the resident of this decision.

### **185-16 Tidebanks in the Parish**

Cllr Geoffrey Hyde gave a brief verbal report in respect of the different tidebanks and bunds on the Chidham Peninsula. It was noted that Councillor Archer was actively pursuing funding sources for the necessary repointing works to the Chidham Lane Tidebank. West Sussex County Council had agreed to pay 25% of the total cost of these works. To date no one has been prepared to accept ownership or liability for this length of Tidebank and Councillor Archer was also actively researching this matter.

Concern was expressed about the future plans for the West Chidham Bund and it was agreed that DRASDAC would pursue enquiries in this respect.

### **186-16 Items for inclusion on Agendas for Future Meetings**

Bus Shelter

Planning Training

School Expansion

Revisit of the A27 Consultation

### **187-16 Date and Time of Next Meeting**

The next Parish Council Meeting to be held on Thursday 2<sup>nd</sup> March 2017 in the lower hall of the Village Hall.

There being no further business the meeting closed at 9.00 p.m.

Signed: \_\_\_\_\_ (Chairman)

Date: \_\_\_\_\_