

**Minutes of the Meeting of Chidham & Hambrook Parish Council
in the Chidham Village Hall on 3rd August 2017 at 7.00pm**

Present:

Cllr Cliff Archer (Chairman)	Cllr Philip MacDougall
Cllr Andy Collins	Cllr Ina Littlefield
Cllr Jane Towers	Cllr Stephanie Cecil
Cllr Jacky Sheppard	

In attendance:

- Caroline Davison – Clerk to the Council
- Cllr Penny Plant (CDC)
- Cllr Viral Parikh (WSCC)

079-17 Apologies for absence

Apologies for absence were received from Cllrs Linda Wilkinson, Geoffrey Hyde and Rachel Perri and also Jonathan Brown (CDC). The Chairman extended very best wishes to Cllr Linda Wilkinson on behalf of the whole Parish Council.

080-17 Declaration of Interests and Granting of Dispensations if any:

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

081-17 Minutes

- i) **Resolved that** the Minutes of the Full Parish Council Meeting held on 6th July 2017 be approved as a true and accurate record and signed by the Chairman.
- ii) **Resolved that** the Minutes of the Extraordinary Meeting held on 20th July 2017 be approved as a true and accurate record and signed by the Chairman.

082-17 Public Open Forum

No representations were made by Members of the Public.

Reports

083-17 Chairman's Verbal Report

The Chairman advised the District Councillors present that complaints had been received from members of the Public in respect of the difficulties encountered filling in the response forms for the Local Plan Review Consultation.

Thanks were extended to Cllr Phillip MacDonald who had agreed to investigate the history of the Catchpond and the Chidham Lane Tidebank on behalf of the Parish Council.

084-17 District Councillors' Reports

Cllr Andy Collins (CDC) reported that he had attended three meetings in the past month.

The first of these meetings had been about Emergency Plans. Amongst issues raised it had been reported that there were no buildings over 18m or which were clad in the same materials as those used on Grenfell Tower in the Chichester District. Nevertheless, all cladding on buildings owned or managed by the District Council was being reviewed.

The other two meetings were in respect of the A27. It had been noted that an agreement needed to be in place by September 2017 in order to ring fence the funding. Gillian Keegan MP was trying to get an extension on this deadline.

Viral Parikh (WSSC) reported that WSSC was putting pressure on Highways England for a solution. He stated that it was clear to him that you can never make everyone happy and it was high time that a solution was found before the money was lost. He had reported the same to Louise Goldsmith, Leader of the County Council. In his opinion, it was essential to make improvements to the A27 to ensure that the road was able to cope with the increase in traffic over the next 25 years or so.

Cllr Penny Plant (CDC) acknowledged that difficulties had been experienced by individuals trying to submit their responses to the Local Plan Review Consultation.

The District Council was keen that something was progressed in relation to improvements to the junctions on the A27. An amended proposal based on Option 2 had been drawn up by CDC in which the flyovers from north to south and the southern link road had been removed. This proposal had received approval from the majority of District Councillors.

Members and residents were encouraged to individually respond to the Southern Gateway redevelopment proposals by the deadline of 10th August 2017.

085-17 County Councillor Report

Cllr Viral Parikh (WSSC) reported on a number of issues including the following:

- Assurance was given that District and County Councillors were doing all they could to find the best solution to A27 improvements.
- Continual contact had been maintained with Chris Dye from the Highways Department and Cllr Cliff Archer in respect of traffic issues in the Parish. The 20mph flashing lights would be installed outside the school in time for the start of the new academic year on 4th September 2017.

086-17 Finance and Corporate

Resolved to authorise payments for August 2017 (See Appendix I).

087-17 Local Plan Review 2034 Consultation

It was noted that the Parish Council's response to the Local Plan Review 2034 Consultation had been submitted and would be available to view on the Parish Council webpage of the Village Website from 4th August 2017.

088-17 New Homes Bonus (Parish Allocations) Scheme 2017

It was noted that four applications under the New Homes Bonus Parish Allocations Scheme 2017 had been submitted for the following projects:

- a) Application 1 – Picket Fencing to enclose a Children's Outside Area at St Wilfrid's Church Hall
- b) Application 2 – New Stairway Covering and Acoustic Doors for Chidham Village Hall
- c) Application 3 – Storytelling Area at Chidham Parochial Primary School
- d) Application 4 – Improvements to Wheelchair Access, Camera Trap and Fencing at Maybush Copse

These applications would be considered by the appropriate District Council Committee at the beginning of September and the Parish Council would be notified of successful projects shortly thereafter.

089-17 Expansion to Graveyard at St Mary's Church

The Clerk gave a report on the proposed expansion of the graveyard extension at St Mary's Church, Chidham. The existing graveyard is almost at full capacity and unless expansion is undertaken would have to be closed for any further burials within the next eighteen months. The proposed expansion would provide a further 120 plots, and giving the option to any resident of the parish for burial in the graveyard over the next 20 – 25 year period before full capacity is reached once again. The estimated total costs for the project would be £14,250.

Resolved that the expansion of the graveyard extension at St Mary's Church is supported by the Parish Council and will be fully funded from Community Infrastructure Levy for the parish of Chidham & Hambrook. It is understood in supporting the expansion of the graveyard with this funding that the eligibility criteria for burial in the graveyard remain the same.

090-17 Expansion of Chidham Parochial Primary School

It was noted that planning permission for the expansion of Chidham Parochial Primary had been granted. Works had commenced on the first day of the Summer Holidays to install a double modular building to provide two classrooms, toilets, cloakroom and store cupboards to accommodate the increase in the number of pupils from September 2017.

091-17 Open Space, Sport and Recreation Survey by CDC – Parish Council Response

The Parish Council's response to this survey was noted (see Appendix III)

092-17 Play and Open Spaces Advisory Committee (POSAC)

The Chairman of POSAC advised that there had been a short meeting of POSAC on the evening of Tuesday 1st August. It was reported that whilst a completion date for the Land Transfer at Hawthorne Meadow had not yet been received it was anticipated that completion should take place by end September 2017. All Parish Councillors were encouraged to visit the site and to put forward ideas in respect of their own personal vision for utilisation of the open space area.

It was noted that Chichester District Council had been in communication regarding Mildren Homes and had also forwarded the letter from the solicitor acting on behalf of the Parish Council.

The Community Noticeboard had been ordered and should be delivered for installation at the end of September. It was advised that this would be a lockable noticeboard with a contact number or numbers on the bottom of the noticeboard which individuals or organisations in the Parish could call if they wished to use the board for advertising or publicity. Requests would be suitably filtered for content.

093-17 Drainage and Sea Defence Advisory Committee (DRASDAC)

Chairman of DRASDAC, Cllr Cliff Archer, gave a verbal update report. It was reported that the White Cottage Ditch works had been completed except for works to the section of the ditch running north to south which were due for completion by mid August. In respect of enquiries to determine

sources of funding for repointing of the Chidham Lane Tidebank, the Environment Agency had inspected the Tidebank and determined that no funding would be available for works at this stage as there was no urgent need to undertake the works – advice which was contrary to that received by WSCC contractors who had carried out works previously on a section of the Tidebank. The Environment Agency had provided much useful information and a meeting was due to be set up by the Parish Clerk between members of DRASDAC and Andy Townsend to explore how the Environment Agency could support the work of the Parish Council in respect of the sea defences to the whole of Chidham Peninsula. It was reported that Richard Austin had sent a plan indicating all the tidebanks and bunds on the Peninsula.

Parish Councillors continued to research the ownership of the Chidham Lane Tidebank and Catchpond.

Ownership of the culverts to the western side of Broad Road was due to be investigated.

The Clerk had been asked to write to Paul Cann at Arun District Council to ascertain the drainage requirements for the land to the western side of Broad Road and to the south of the Pyneham Meadow development.

094-17 S106 Public Art Project

A report was received from Cllr Jane Towers in respect of the project to decorate the three lower brick alcoves on the North Wall with tiled murals.

It was agreed that the Parish Council would seek approval from Chichester District Council to progress this project. Cllrs Jacky Sheppard and Cllr Jane Towers to progress on behalf of the Parish Council in conjunction with the Village Hall Management Committee.

095-17 Bus Shelter

It was noted that the new enclosed wooden bus shelter was due to be installed near the entrance of Broad Road at the end of August 2017.

096-17 Defibrillator

The Chairman reported that historic building consent had been granted on 2nd August 2017 to site the third Parish defibrillator at the Old House at Home Public House in Chidham.

To confirm, the three locations in the Parish for the defibrillators would be:

Hambrook Meadows Nursing Home
The Old House at Home Public House
Chidham Village Hall

It was agreed that the supply and installation of the new defibrillators would be coordinated by the Clerk working in conjunction with the Chairman who would liaise with the owners of the properties in respect of installation.

097-17 Items for Inclusion on Agendas of Future Meetings

- Revision of Emergency Plan

- New Parish Council Website
- Parish Clerk Hours increase from 20 to 30 hours (to be reviewed at December 2017 Meeting)

Meeting Dates

098-17 It was noted that the next monthly full Parish Council Meeting would be held at 7.00pm on 7th September 2017 Chidham Village Hall.

099-17 It was noted that the next Planning Committee Meeting would be held on 8th August 2017 at 7.00pm in the Chidham Village Hall.

There being no further business the meeting closed at 8.58 p.m.

Signed: _____ (Chairman) Date: _____