

HUNSTON PARISH COUNCIL

Minutes of a Meeting of Hunston Parish Council held on Wednesday 17 July 2013 in Hunston Village Hall.

Present: Mr S Baker, Mrs D Bonthron, Ms L Kenney (Chairman),
Mr R Pagram

In Attendance: Mrs C Smith (Clerk), 0 member of the public,
Mrs M Whitehead (WSSC – until 7.30pm), PCSO Jake McQuillan

The meeting commenced at 7.15pm

The Chairman announced that Mrs Lock and Mrs Beckett had decided that they did not want to remain on the Parish Council and would not be attending the meeting.

85/13C Questions/Comments from members of the public.

PCSO McQuillan reported that it was quiet at the moment although the Police continue to target speeding in the area. There has been a reduction in crime in the local area.

PCSO McQuillan highlighted Operation Accent which focuses on working with Eastern European migrant workers. Issues included high crime rates involving Eastern European communities and the vulnerability of some members of that community. The public can help greatly by notifying the Police of multi occupancy housing and caravans on farm sites.

The Chairman expressed her thanks to the Police who had attended within 5 minutes when she called to report prowlers.

PCSO McQuillan also highlighted the need for information on local landowners in relation to targeting travellers and stray animals.

PCSO McQuillan also briefed the Council on the Think Jessica campaign to protect elderly people particularly against scam mail. Publicity will be available shortly. Anyone noticing that an elderly neighbour was receiving or sending unusually large amounts of mail should report this to the Police for investigation.

Cllr Bonthron asked if anything could be done about people urinating against the hedge on footpath by canal. PCSO McQuillan would look into this matter.

PCSO McQuillan then left the meeting.

86/13C Co-option of a Councillor.

It was noted that there remained an additional vacancy within the Parish Council.

87/13C District and County Councillor reports.

87.1 Mrs T Tull (District Councillor)

Mrs Tull had been unable to attend the meeting due to a clash of meeting dates with Sidlesham Parish Council.

87.2 Mrs M Whitehead (County Councillor)

Mrs Whitehead commented that The Observer had published figures for the A27 improvements but it was not known where they got the figures from. Mrs Whitehead also gave an update on the Travellers.

88/13C Code of Conduct

88.1 Declarations of interest from Councillors on items on the agenda.

The Chairman and Cllr Baker declared an interest in Agenda Item 11 (Village Hall) as members of the Village Hall Management Committee. The Chairman also declared an interest in Agenda Item 15 (Finance) as the recipient of one of the payments.

- 88.2 Written requests for dispensations for disclosable pecuniary interests.
None
- 88.3 Granting of any requests for dispensation as appropriate
None
- 89/13C Apologies for absence.**
There were no apologies for absence.
- 90/13C The Minutes of the Parish Council meeting of 19 June 2013.**
The Chairman called for the approval of the Minutes of the Parish Council meeting held on 19 June 2013. These were **AGREED** and the Chairman duly signed the Minutes as being a true record of the meeting.
- 91/13C Matters Arising from the Minutes of 19 June 2013.**
There were no matters arising that would not be covered elsewhere on the Agenda.
- 92/13C Chairman's report.**
The Chairman reported that at the recent Rural West Sussex Partnership meeting she had attended there was a presentation by the Coast to Capital Local Enterprise Partnership on their strategy for local growth. She offered to email the information to anyone interesting reading more information. The Chairman also had a presentation on Neighbourhood Planning: The National perspective, prepared by Frances Kirwan from the Department for Communities and Local Government. It gives a fairly comprehensive summary of how central government envisages the roll out of Neighbourhood Plans and there are a number of useful links to be followed. It was agreed that the Clerk would copy and circulate this document.
At the meeting of the Chichester District Association of Local Councils two major issues were discussed. The District Council plans for the changes to the planning process for DOM applications and the laws of trespass with particular reference to Travellers. A fuller report on this will be circulated.
- 93/13C Neighbourhood Plan.**
A brief discussion on the process involved in starting a Neighbourhood Plan took place. Cllr Baker added that he had a neighbour who was willing to be involved in the working party which would spearhead the process.
RESOLVED that Hunston Parish Council embarks on the process of producing a Neighbourhood Plan for the parish.
- 94/13C Newsletter.**
The Council had previously agreed a timetable for the production and distribution of the newsletter. As pairs of Councillors are responsible for providing the content (either by writing or getting someone else to write an article) responsibility for the upcoming newsletters was discussed. In light of the loss of the two new Councillors it was agreed that everyone would help out with the next issue which would included information on the Neighbourhood Plan, a resident's 100 birthday, Police initiatives and a campaign to encourage new Councillors.
- 95/13C Village Hall.**
Cllr Baker reported there was concern that the Contractor had not completely finished the work on the flat roof and that no-one had been able to contact him. It was agreed that the Clerk would chase this up.
Cllr Baker reported that the Village Hall Management Committee had received a request from the Football Club relating to the changing rooms. He reported that the Village Hall Management Committee had agreed that in the future the Football Club

would have to be charged for the use of the facilities just as any other user would be. It was noted that the Football Club had been in touch with teams from Chichester University with a view to them using the pitch. It was noted that the Football Club had been advised that they needed to talk to the Parish Council about using the playing field.

Councillors expressed concern that the Football Club were considering hiring out the football pitch without having any authority to do so. Cllr Baker suggested that every football team locally would usually have to pay to hire out any pitch they might be using.

It was also noted that the Football Team wanted to laser level the area of the field used as a football pitch. Councillors expressed concern over the cost and the disruption that this might cause to other users of the playing field. It was felt that this should not be agreed to on the grounds of cost and disruption to other users.

RESOLVED that the Clerk write to the Secretary of the Football Club reminding him that the Football Club did not have the authority to sublet the playing field as well as advising that the Parish Council would now be looking at charging for the use of the field and that the laser levelling of the football pitch was considered too costly and too disruptive to be a viable proposition.

96/13C Clerk's Report.

Chichester District Council

Advance notice has been received that the next meeting between members of Chichester District Council and representatives of Parish Councils will be on Thursday 17 October 2013. Further details, including the topics to be will be notified in due course. However, Mrs Katy Bourne, the Sussex Police & Crime Commissioner, has agreed to attend and speak. There will also be a presentation about the Community Infrastructure Levy. It was agreed that the Chairman and Cllr Baker would attend.

Operation Magpie launched to tackle burglary in Sussex

Sussex Police and Crime Commissioner Katy Bourne has joined Sussex Police in launching Operation Magpie - an initiative formed to tackle burglary in the county.

The first phase of Operation Magpie will begin by denying the use of the roads to burglars. Officers will carry out spot checks on vehicles in locations across Sussex to prevent burglary and detect crime where it has taken place.

They will be based at strategic points around the county in a robust and ongoing series of operations. Burglars will not know when or where the next spot check will appear. The teams will use technology and local intelligence reports to stop any vehicles that are highlighted as being driven illegally - such as those without MOT or insurance as well as those thought to be linked to burglary.

Spot checks will also be used to try to catch burglars using the roads. This is the first time this tactic has been used by Sussex Police specifically to target burglars.

The launch of the operation coincides with the start of the warmer months when there is a typically an increase in burglaries due to homes not being left secure.

New Homes Bonus

At the All Parishes Meeting hosted recently by Chichester District Council, Cllr Tony Dignum (Cabinet Member for Finance) announced plans to allocate £456,000 of New Homes Bonus to Parish, Town and City Councils. Applications are invited for consideration at a special meeting of the Grants and Concessions Panel in October 2013. A copy of the eligibility notes and details of the funding allocation had been circulated.

Save Our Village – East Wittering

An email has been received from a group of residents concerned about the Co-op proposals to take over the local pub in East Wittering. This was noted.

New Highways Services Website

The website address is www.westsussexhighways.org

The hope is that customers will "self-serve" by finding out information for themselves without having to contact the County Council by other means. This should be quicker and more convenient for customers, and cheaper for the County Council.

Winter Management Plan

The Clerk reported that she would be meeting with Greg Ockwell (WSCC – Principal Community Officer) to talk through the Winter Management Plan.

Peninsula Forum request

At the last Peninsula Forum meeting a number of actions were agreed by the Forum members. Details of these were circulated to Councillors for information.

Playing Field

The Clerk reported that she had received notification from Strutt & Parker requesting a meeting to discuss the rent review. It was agreed that the Clerk should arrange a meeting and report back to the Council.

Chichester District Council

The Clerk reported that the District Council had the previous day approved the recommendation that Officers would deal with DOM applications under delegated authority. The Parish Council was disappointed at this outcome.

Office Space

The Clerk advised that it would be necessary to apply for planning permission for a portacabin at the rear of the village hall. It was agreed that this should go ahead.

97/13C Sub committees.

A proposal to set up two sub committees was put forward. The Personnel Committee would conduct the Clerk's annual appraisal, be the interview panel for any future Clerk and would meet once a year. A draft Terms of Reference was circulated for approval. It was noted that the Personnel Committee would also deal with disciplinary and grievance matters and therefore it was not necessary to have a separate committee. It was agreed to change the number of Councillors in the Personnel Committee to three of the four current members.

98/13C Staff Matters.

The Council discussed the Clerk's salary levels.

RESOLVED that the Clerk's salary be adjusted to scale point 30 on the National Scales. The Clerk thanked the Council for its continued support.

99/13C Finance.

99.1 Schedule of Payments and Receipts

RESOLVED that the payments listed in the schedule of payments and receipts totalling £1935.42 be made. See appendix 1 (July 2013)

99.2 Financial Statement for July 2013

The Statement of Accounts up to 30 June 2013 was **APPROVED**. See appendix 2 (July 2013).

100/13C Items for noting or referral to a future meeting.

Signed _____ Date _____
Chairman