

UNCONFIRMED

EAST WITTERING AND BRACKLESHAM PARISH COUNCIL
 MINUTES OF THE COUNCIL MEETING HELD ON THURSDAY 12 APRIL 2017 AT 7.30 PM
 AT BRACKLESHAM BARN, BEECH AVENUE, BRACKLESHAM

PRESENT:**Council Members**

Cllr. S. Main (Chair)	Cllr. P. Kensington
Cllr. T. Dixon	Cllr. T. Glithero
Cllr. R. Lowe	Cllr. M. Lawson
Cllr. J. O'Sullivan	Cllr. D. Parker

APOLOGIES FOR ABSENCE: Parish Cllrs. B. Reeves, and A. Christmas
 District Cllr. S. Taylor

IN ATTENDANCE: County Cllr. Pieter Montyn, District Cllr. Keith Martin, Mrs. S. Tate (Clerk) and 8 members of the public.

(Abbreviations: West Sussex County Council (WSSCC), Chichester District Council (CDC))

18.65 Chairmans Announcements

The Chairman opened the meeting by announcing that Councillor Geoff Breeze had resigned from the Council with immediate effect. The Chairman noted the gratitude of the council for the 40 years of service that Cllr Breeze had given to the Parish Council.

18.66 Declarations of interest

None

18.67 Minutes of the last meeting

Were confirmed as a correct record and signed by the Chairman

18.68 Matters Arising

None

18.69 Public Questions

A member of the public asked if The Parish Council would be a part of the newly established CDC Working Group looking at the redevelopment of the foreshore area at Bracklesham Bay. Cllr Keith Martin advised that this work was still at a very early stage, and he would provide an update at the next Parish Council meeting.

Cllr. Parker advised the meeting that the Parish Council had received written confirmation from CDC that nothing could be done to remove the covenants on the land at Kosy Kot without the permission of the Parish Council.

A member of the public asked if the former site of Richardsons Holiday Camp was going to remain as workers accommodation. The Chairman confirmed that it had planning permission for this class of usage until the end of 2018. Beyond this point we could not comment.

18.70 Reports from County and District Councillors.

Cllr Keith Martin reported that CDC had issued a press release on 11/4/18 confirming the New Homes Bonus Allocations for 2018/19. He also reported that CDC would be launching a new website on 24/4/18.

Cllr Pieter Montyn Gave an update on the responses to the WSCC A27 survey questionnaire. Over 4,000 electronic responses had been received, with a large volume of paper responses still to be counted and sorted. Due to the high volume of responses it is too early to say yet whether or not a clear consensus has emerged. 11 of the 14 Parish councils based to the South of the A27 had submitted responses supporting a Northern-based option.

18.71 Finance

18.71.1 Cllr Dixon had agreed and signed the bank reconciliation prior to the meeting.

18.71.2 The Council received a statement on the current financial position of the parish council

18.71.3 The Council received the following list of previously agreed payments withdrawn between 23.2.18 and 20.3.18.

STANDING ORDERS, DIRECT DEBITS AND PAYMENTS PREVIOUSLY APPROVED to 20.3.18

		PARISH COUNCIL	
DD	Wittering Walk	Office rent	425.00
DD	Konica Minolta	Photocopier rental	118.81
DD	Ramar Accounting	Payroll Processing	30.00
DD	HMRC	Tax and NIC	545.23
DC	Office Outlet	Stationary	23.84
DC	Post Office	Stamps	42.48
DC	Bookers Limited	Refuse sacks	22.80
CHQ2414	Chairmans Allowance - Cash	Chairmans Allowance - Cash	250.00
CHQ2430	Hire Events Limited	LED Screen - 50% deposit	1,500.00
CHQ2432	Mountjoy Ltd	Payment of invoice 00049509	159,437.40
			Total
			162,395.56
		BRACKLESHAM BARN	
DD	BT	B Barn Mobile Broadband	20.40
DD	BT	Phone line 673050 SD43697423	25.68
DD	BT	Phone line 673054 SD43697437	33.72
DD	O2	B Barn Mobile	11.08
DD	CDC	Bin emptying	63.20
DD	Eon	BB Electricity 0143 9700 4120	336.06
DD	Eon	BB Gas 0141 0517 678	0.00
DD	Castle Water	Barn Water	21.00
DC	Pennywise	Handwash and bin bags	8.29
DC	Foremost	Cleaning materials	115.74
DC	Sainsbury's	Cakes, rolls, milk etc for indoor market	9.50
CHQ2415	Refund CHQ	Nigel Hogben refund £25	25.00
CHQ2431	Wicksteed Playground	Playground repair - approved last month	140.64
			Total
			810.31

18.70.4 Proposed by Cllr Glithero, seconded by Cllr. Dixon the following payments totalling £39,035.13 were agreed by the Council:

PAYMENTS FOR APPROVAL

	PARISH COUNCIL		CHEQUE NO.
Employee Payroll	Employee Payroll	19,115.58	
West Sussex County Council	Pension Contribution	643.67	
Andrews Grd Maintenance	Handyman services March 2018	405.00	
Chawton Hill	Downview Hall construction	8,400.00	
SSE	SSE Electricity - Downview	32.78	
Biz card UK	Brochures for A27	60.00	
CDC	Dog bin emptying - Apr17-Mar18	3,477.92	
CDC	Annual CCTV	3,000.00	
SSALC Limited	Recruitment Assistance	720.00	
Petty Cash	Reimburse	131.56	
SSALC Limited	18/19 LCR magazine annual subscription	17.00	
	Total	36,003.51	

	BRACKLESHAM BARN	
David Sarbutts	Caretaking	600.00
CDC	Premises Licence	180.00
Eradipest	Rodent control - Apr-Jun18	114.00
South Down Electricial Ltd	Install replacement RCBO's	786.00
Southern Roofing Specialists	Storm damage	1,200.00
Travis Perkins	Silicone spray	7.62
	Sussex village hall &Community Building Advisory Service	
Action in rural Sussex	Subscription 18/19	144.00
	Total	3,031.62

Total Payments	202,241.00
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18.70.5 Receipts for the period 23.2.18 and 20.3.18

	BRACKLESHAM BARN RECEIPTS	
Regular hirer income		1,675.50
Vatable Sales - Table tennis		164.90
Vatable Sales - Cinema		135.50
Hirer Income		185.43
Zurich insurance claim	BB roof	0.00
Wedding deposit - 0473		250.00
Wedding		0.00
One off hire		515.00
	Sub Total Bracklesham Barn	2,926.33
	Total Receipts	2,926.33

18.71 New Youth and Community Centre

The Clerk gave an update on the new Youth and Community Centre building which had been officially handed over to the Parish Council on Tuesday 10th April. It has been agreed with the contractors that the final landscaping will be completed in late May 2018, once ground conditions have improved on the site.

Proposed by Cllr Dixon, Seconded by Cllr Kensington, the Council approved the signing of the lease for the building with the Girl Guides.

18.72 End of Shore Road

The Chairman updated the meeting that the stones had been cleared at the end of Shore Road, and that the area would be looked at again in June 2018 to see if any additional clearance was required ahead of the start of the Summer Holidays.

18.73 Items for discussion at SALC meeting on 11th May 2018

Council requested that the Clerk submit a question asking for an assessment of how well the new PCSO staffing and deployment system is working and if any evaluation of the new model has yet been undertaken.

18.74 MP's Surgery/Open Day

Council welcomed the proposal from the Local MP to hold a surgery at Bracklesham Barn on Thursday 24th May from 18:30-21:00.

Proposed by Cllr. O'Sullivan, seconded by Cllr. Lowe, Council agreed to provide the space at Bracklesham Barn Free of Charge for this event and to promote it to local residents via the Parish Noticeboards, website and social media feeds.

18.75 To nominate a representative to attend the All Parishes Meeting at Chichester District Council

The meeting will take place on Monday 30th April 2018 at 19:00 at East Pallant House, Chichester.

Cllrs Parker and Dixon agreed to attend the meeting

18.76 Football Club Fun Day

Council considered a request from the Football Club to use the recreation ground at Downview on 12th May between 10am and 2pm for their annual Fun Day event.

Proposed by Cllr Lawson, Seconded by Cllr Glithero, Council agreed to allow the use of the recreation ground on condition that the ground is left in the same condition as it was found and a letter is sent to all residents of Downview close notifying them of the event.

18.77 Christmas Lights.

Cllr Glithero updated the meeting on the new light displays. These have now been selected and we are awaiting an artist's impression of the display in-situ.

18.78 Centenary Beacons and Silent Soldier Memorial

Cllr Glithero is still awaiting a response from the Royal British Legion regarding the purchase of the Silent Soldiers. The Royal Pageant Master has been contacted and the Parish Council commemorations will be added to the official lists.

Proposed by Cllr Main and seconded by Cllr Lawson, Council agreed to purchase a gas beacon at the cost of £360.00 to take part in the National Beacon Lighting Centenary Commemorations.

18.79 Emergency Plan.

Cllr Lawson updated the council on the work that was ongoing. The Chairman requested that Cllrs. Lawson and Christmas made contact with Cllr Ray Lewis at West Wittering Parish Council and Cllr Chris Chater at Earnley Parish Council to coordinate future updating of the plan.

18.80 GDPR Implementation

Council agreed that the contract was now acceptable and that GDPR-Info should be appointed to act in the role of DPO for the Council.

Proposed by Cllr Lawson, seconded by Cllr O'Sullivan, Council agreed to authorize The Clerk to instruct GDPR-Info to act as the Parish Council Data Protection Officer.

18.81 Bracklesham Barn and Park Committee

The next Bracklesham Barn Park committee meeting will take place on Tuesday 24th April at 10.00am at Bracklesham Barn.

The Chairman noted that there had been an increase in the amount of dog fouling in the Park, particularly after dark. The Clerk had been instructed to order some glow in the dark posters from the Keep Britain Tidy website to place in the park to see if this helped alleviate some of the problems.

18.82 To receive reports from Councillors on meetings attended since last Council meeting

None received

18.83 To receive a report from the Staffing Committee

The staffing committee reported that the council was now fully staffed, and the team were settling in well. The next priority was to work on training and development plans for the staff and councillors. The Chair thanked the committee for their efforts.

18.84 Parish Council Office

Council considered a request from the landlord for a contribution of at least £100 towards the cost of resurfacing the flooring of Wittering Walk.

Proposed by Cllr Parker, Seconded by Cllr Kensington, Council agreed to contribute £100 towards this cost.

18.85 Traffic Matters

Council considered a temporary Traffic Regulation Order (TRO) to close Clappers Lane from 22nd April for 4 weeks. Council agreed that the work was essential and the sooner it was completed the better.

Proposed by Cllr Glithero and Seconded by Cllr O'Sullivan, Council lodged no objections to the proposed TRO.

18.86 Urgent matters that the Chairman wishes to bring to the attention of the Council.

The Chairman read a thank you card to the Council from the previous Clerk, Joyce Griffith, thanking the Council for their leaving gift and for the lunch they had hosted upon her retirement.

The Chairman closed the meeting at 8.10pm

Signed _____ Chairman Date _____

THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD AT 7.30PM ON THURSDAY 10 MAY 2018 AT
BRACKLESHAM BARN, BEECH AVENUE, BRACKLESHAM.