



Boxgrove Parish Council
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Minutes of the **Parish Council Meeting**
 Monday 4th September 2017 at 7.00pm
 at Boxgrove Village Hall and Community Centre

Present:

Cllr H Potter Chairman	Cllr Tynan	Cllr Reed
Cllr Lloyd Tooze Vice Chairman	Cllr Bish	Cllr Moyler

In attendance: The Clerk
 12 Members of the Public
 CDC – Cllr Henry Potter

1. Apologies

Cllr Raikes and WSCC Jeremy Hunt

2. Declarations of interest

None

3. Minutes – to agree and sign the minutes of Monday 3rd July 2017 meeting

The Minutes were unanimously agreed to be a true and accurate record and were signed by the Chairman

4. County Councillor, District Councillor and Chairman's report

Report from WSCC Jeremy Hunt (read by the clerk):

"With regard to the Big Society Fund grant for the pavilion, I have completed my 'member's' statement for adding to the application and Cllr Reed has the form back, ready for submission. I understand that for technical reasons the speed watch group are no longer looking to buy new equipment, so I am not expecting an application from them.

Just an update on the A27. There was a meeting a couple of weeks ago of the Community Forum which was restricted to representatives of organisations, such as PC's, Residents' associations and businesses. The real outcome was that our MP Gillian Keegan, is due to have a meeting with the Sec. of State sometime this coming week. The aim of the meeting is to try to persuade him to extend the September deadline for us to come up with definite plans that are supported by the community. There is no way that can be done. Until we know the outcome of that meeting everything seems to be on hold."

Cllr Potter noted that Louise Goldsmith had just issued an email criticising CDC for having agreed to move forward with the A27 options.

"Windmill: This is slightly behind schedule. The original date for completion was 7th August with strike & clearance of site taking a further 2 weeks. The delay is due to additions to scope which were agreed once the scaffold was erected; times of unfavourable weather conditions & the hardness of some of the repair cement used on previous historical repairs.

Once the extra scaffold was erected the cap was inspected, including the timber balcony detail. It was showing signs of quite extensive deterioration since it was last decorated in 2011. Therefore, further approval was needed to obtain some more capital funding to cover works required to preserve the cap and balcony. These works are now almost complete and they will be inspected this week.

The final few tiles are being installed this week (again weather permitting), and assuming the work is completed on the cap, the scaffold drop is planned for the following week."

End of report.

District Councillor's report (Henry Potter)

"Little to report since there are few meetings in August.

It has become quite apparent by popular opinion that the Review of the re-generation of the Southern Gateway which I mentioned in my July report, definitely requires some form of bridging over the Railway to eliminate the dreadful hold-ups by passing trains.

There has been no further progress with the Local Plan Review other than a planning application is being prepared for submission by Southern Water to pipe sewage from west of the City across to Tangmere WWTW to link up all the proposed developments in the District Local Plan, there being no capacity at other existing Treatment facilities.

No answer has yet been resolved for the stalemate over the proposed development to the west of Tangmere.

There is still no interest from any developer to bring Phase 2 of the Barnfield Site off Westhampnett Road nor the old Portfield Football ground, both of which have Planning Permission. It seems that development around Chichester is stalling and my personal opinion is the poor infrastructure may be turning buyers away!

A final reminder of the All Parishes Meeting with CDC is scheduled for the 20th of this month. If any other councillors wish to go, our Clerk needs to notify Member Services so there is enough buffet food to go around!!! "

End of report

Chairman's report (Cllr Henry Potter)

Once again, I have to report there is no change in the incidences of dog fouling in public places! It really is bad. Last week I had the opportunity to meet the couple who have bought Warehead Cottage, and there were a couple of old rotting half beer barrels outside the gateway on Windmill Lane in which were a number of 'poo bags'. These have been disposed of but still walkers are dropping these bags on the grass nearby. And up the lane there are deposits of dog poo just left, not just some, but lots. I am proposing a sign be placed in the lane to try and encourage people to abide by the law.

The meeting of the Traffic Calming Group with Chris Dye and Jon Forster was good. The two WSCC Officers were most impressed with the achievements of the Group. One thing mentioned, however, was that we need to regularise the erection of the Village Sign and the placement of the Planter by applying for the licence for these items to Chris Dye at WSCC.

The development of the 22 houses still hasn't begun, I believe there is a problem regarding the Reserve Matters which is still under discussion with Planning Officers.

I've had 3 reports of people being stung by wasps on the high footpath but after 2 searches by me and another by a member of the Public, no nest has been found. CDC has treated the nest but the wasps are still flying. Powder will be put down tonight so hopefully it will be finished before the children start school tomorrow.

I've also had a complaint from a member of the Public concerning the absence of Agendas and Minutes of meetings on the Parish Notice Boards.

I explained that, providing they are presented on the PC website, this is no longer essential. I sympathise to a degree, there are still a large number of folk who are not 'on line'. Also, it seems a bit pointless having notice boards!

I want to thank Stuart Power for his periodic treatment of weeds in the surface of the Play Area. Stuart has also, in his retirement been cutting back the undergrowth to the west of the boundary fence and has asked if it was alright to cut back some overhanging branches in the vicinity of the goalmouth feature. I agreed, and thanked him profoundly. For those who don't know, Stuart is the Proprietor of S&P Tree Services and was once a member of the Parish Council.

Speaking of which, this Parish has been short of one Member for a couple of years now, and this matter should really be regularised by the co-option of a replacement. We must give this some attention.

Finally, a very brief mention of the Windmill. Progress is still painfully slow but they are nearing the top with the tiling, and I believe the white crown has had some treatment. As soon as the scaffolding comes down, hopefully, the sails can go back on.

A vacancy has arisen of one allotment in the group at Halnaker. An Oakford Park resident has moved and vacated one allotment. Application for same should be made to the Goodwood Estate office 01243 755 043 .
End of report

5. Traffic Calming Group Report

The working party had displayed a series of very informative boards in the meeting room. Jim McDonald and David Leah gave a presentation (Appendix 1) clearly showing their proposals which had been shown to WSCC at a previous meeting to gather feedback. This information will be presented to the residents of Boxgrove shortly, to get their approval and support. The whole process could take longer than 2 – 3 years but essentially would follow three phases:

1. Submission of proposals
2. WSCC shortlisting and feasibility study
3. Implementation (could take several years)

The cost of the initial engineering report will be between £10K - £20 which will have to be funded by the council. There will be a further cost of approximately £8K for the TRO in the street which would take about 6 months. The council is to review how this could possibly be funded.

It was felt that some of the government funding for the A285 should be used for implementation of the works required in Halnaker, and that this needed Cllr Hunt to be on board to support.

Cllr Potter said a big thank you to the Traffic Calming Group for all the fantastic work.

6. Neighbourhood Plan Regulation 14

A member of the Neighbourhood Plan group explained why CDC has refused the previous application:

- 1 CDC's screening determination in April 2016 required an SEA be prepared due to the inclusion of the housing development at Halnaker crossroads.
- 2 Most of the rest of the year was taken up in discussions about this requirement, finding a suitable consultant and how to raise funds to pay for the SEA.
- 3 CDC advised that if the housing development was taken out, the requirement for an SEA would go.
- 4 Having failed to raise sufficient funds to do an SEA the PC agreed to remove the site and submitted for Reg 14 consultation in April 2017.
- 5 CDC then advised that as the NP had 'changed' a further SEA opinion screening determination was required.
- 6 This has now been carried out and it was confirmed on July 24, 2017 by CDC that an SEA was now not required as the housing development had been removed.

7 The determination does however call for a justification for the small site at The Old Granary which has now been completed and will be included in the plan documentation as evidence.

8 There will be consultation meetings/surgeries during the 6-week period and will encourage the public to discuss any issues with the team. This will of course be advertised.

Cllr Moyler proposed that the Council accept the draft pre-submission plan and proceed with regulation 14 consultation. This was seconded by Cllr Tooze. The council **UNANIMOUSLY AGREED**.

7. Report on Planning applications

Planning application number	Address	Details	Comment
BX/17/02331/DOM	Tinwood House, Tinwood Lane	Single storey side extension	No comment
BX/17/02013/DOM	14 The Close, Boxgrove	Dropped kerb	No comment (council felt that the objection was unfounded)
BX/17/02257/DOM	Sunnyside Cottage, Halnaker	Single storey rear extension	Subject to the extension having no adverse effect on light of No 2

8. Clerk's report

i. Correspondence received

From	Concerning	Action
Resident	Dog fouling at Halnaker and lack of dog waste bins. The clerk reminded everyone that dog waste can now be put into ALL waste bins – not just dog waste bins, and that it is an offence not to pick up and take home your dog's waste.	Council to erect a sign reminding dog owners that it is an offence not to pick up and take home dog waste. Clerk to research annual cost of collection of another bin by CDC Set up byelaws
Keith Goacher	Following a complaint from WSCC the clerk has asked Mr Goacher to trim back the hedgerow.	Proposal to engage Mr Goacher twice a year to trim back top of hedge and sides including removal of ivy for £300. The council unanimously agreed.
Clerk	No response from Inert re funding for Pavilion despite reminders.	Clerk to write again
Planning enforcement	Following letter to CDC the complaint from Boxgrove Parish Council will now be followed up.	Circulated
Clerk	Inspection book for play area and recreation ground for insurance purposes	Cllr Potter agreed to review fortnightly and write in book
Clerk	Books of condolence	The council agreed not to proceed
SALC	Health and wellbeing in Parishes Dementia Friendly Communities	Circulated. Any help needed with dementia care should go to Tangmere where there is an excellent support centre
Southern Water	There will be an exhibition showing how Southern Water is going to route the new 10	Open to the public Chichester City Council Offices

	klm waste water system from Chichester to Tangmere	North Street September 15 th 2pm -7pm September 16 th 10am - 12.30 pm
Clerk	Councillor meetings: All Parishes; CDALC; SCCLC; Sussex Pathwatch	Clerk to book in councillors
BVH	Drain covers proud of tarmac in car park	Cllrs Potter and Tooze to review
BT	Telephone kiosk adoption. The contract did not note the emergency line.	Clerk has referred back to BT.

- ii. Standing orders – it was agreed that these would be reviewed at the next meeting
- iii. Payments for consideration – the council unanimously RESOLVED to accept the payments
- iv. Bank reconciliation and Expenditure to date - circulated

9. Councillors' reports and Parish Matters

- a) Cllr Bish reported that there is a persistent resonating hum which is pervading Strettington. Several residents have complained that they are kept awake at night. The persistence of the noise is deeply disturbing. Cllr Bish is trying to find the source of the noise which could be Rolls Royce, the solar farm or the new development. He is to research further before the council takes further action.
- b) Cllr Bish wanted to congratulate the band "Numskull" which has won the Renowned Battle of the Bands competition. The band is formed of three young Boxgrove lads (Dylan Harris, Ralph Foster and James Bish) who have won the chance to make a recording. Congratulations to them.
- c) Cllr Potter asked the clerk to send a letter of support to MP Gillian Keegan re-iterating Boxgrove's support for the online A27 options
- d) Cllr Potter will be writing a letter of condolence on behalf of Boxgrove Parish to the Dowager Duchess of Gordon and Richmond and Lord March following the death of the Duke of Richmond on 1st September 2017.

10. Agenda Items for next meeting

Traffic Calming Funding
Standing Orders review
Quarry
Community Speedwatch Review 15 mins

11. Date of next meeting

Monday 2nd October 2017

There being no further business to be discussed the meeting was declared closed at 9.10 pm.

Signed: _____ Dated: _____

Cllr Henry Potter – Chairman

Boxgrove Parish Council Financial Statement

Meeting 4th September 2017

Balances on accounts

Current account	£	30,751.63
uncleared cheques	£	-
Total	£	30,751.63

Received since last meeting

	£	39.20
lavant pc 50% arnold baker book	£	39.20

Paid since last meeting

percy woodcock	£	98.60
clerk's salary	£	479.08
HMRC	£	363.60
council running costs	£	202.52
castle water (to be paid to clerk)	£	31.90
maureen chaffe np	£	300.00
arnold baker council administration	£	78.40
arun dc printing	£	46.48
bvh unspent funds from s106	£	1,371.00
clerk's training	£	96.00
percy woodcock aug salary	£	98.40
clerk's salary aug	£	479.08
business stream water bill	£	79.09
pat stanley hedgerow cutting	£	98.00
total	£	3,822.15

Payments for consideration

Percy Woodcock	£	98.60
clerk's salary	£	479.08
lewis brownlee village hall audit	£	2,220.00
padlock for gate	£	54.52
r j dixon footpaths	£	175.00
bvh july room hire	£	30.00
bvh september room hire	£	30.00
sse electricity pavilion	£	25.79
castle water pavilion	£	27.10
zurich insurance	£	562.59
annual audit	£	360.00
r j dixon footpaths	£	350.00
total	£	4,412.68

Bank reconciliation 4th september 17

bank accounts as of

current account £ 30,751.63
unpaid cheques

total £ 30,751.63

opening balance 1st April 2017 £ 17,856.50
add receipts in the year £ 27,177.94
less payments in the year £ 14,282.81

Balance £ 30,751.63

less

reserve @ 50% of annual precept of £29737 £ 15,662.00

Total £ 15,089.63

ring-fenced funds

neighbourhood plan £ 7,073.72

Total £ 7,073.72

total available funds (less ring fenced and reserve) Total £ 8,015.91