



**AGREED Minutes of the Full Parish Council Meeting held at 7pm on  
Wednesday 16<sup>th</sup> November 2022**

<p><b>Present:</b> Cllr Graham Zacharias (GZ) – Vice Chairman; Cllr Rebecca Trowell (RT); Cllr Tony Marshall (TM); Cllr Robert Mayne (RM); Cllr Natalie Hesketh-Brown (NH-B); Cllr Henry Potter (HP CDC) 7 members of the public also attended.</p>	
<p><b>Agenda Item 1 - Apologies for Absence – PW, JH, BS</b></p>	
<p><b>Agenda Item 2 – Chair Update and Recruitment</b> Co-Option of New Councillor, Mat Chesshire. Mat gave a short presentation and it was unanimously agreed that he would join the council with immediate effect.</p>	
<p><b>Agenda Item 3 – Declaration of Interests/ Dispensation Requests</b> To receive Declarations of Interest in respect of matters contained in this Agenda, in accordance with the provisions of the Localism Act 2011 in respect of Members and in accordance with the provisions of the Local Government Act 1972 in respect of Officers. To consider any Dispensation Requests received by the Clerk not previously considered. Regular declarations – Members Interests:</p>	
<p><b>Agenda Item 4 - Minutes of the last Parish Council Meeting</b> – to approve as a correct record the Minutes of the Parish Council Meeting held on Wednesday 28<sup>th</sup> September 2022. Addition to minutes requested by TM – “TM raised the question of children using the Church Path as an extension of the track, to create a complete circuit. RT replied that they would know not to do this and that there would be a grassed area between the new track and the path, so that children would stop and turn around rather than use the path. TM and others expressed surprise and doubt at this view” It was <b>Resolved to</b> accept the addition and the minutes were agreed, proposed by RM, seconded by NH-B and signed by GZ.</p>	
<p><b>Agenda Item 5 - County Councillor Report</b> – Mr Jeremy Hunt, Chichester North Division – WSCC JH was unable to attend the meeting and no report was submitted.</p>	
<p><b>Agenda Item 6 - District Councillor Report</b> – Mr Henry Potter, Goodwood Ward The District Local Development Plan Review after a long extensive process is in the final stages. This was detailed in a note from Andrew Frost sent to all Parishes in the Planning area. Agreement has been reached with National Highways regarding the mitigation proposals for the A27. These do not support the current allocation of 625 dwellings per annum, more likely in the lower 500s. An emerging strategy for the treatment of wastewater and a Flood Risk Assessment by Southern Water has been accepted. It is anticipated that the Review will be agreed by Full Council in mid-January and will be forwarded to the Planning Inspectorate in March. The Council eagerly awaits a decision on the recent application to the Government Prosperity Fund and the Levelling Up Fund for funding for infrastructure projects. The Supporting You Campaign is fully operational since 01/11 and staff have been appointed to offer help to anyone suffering any hardship due to the financial crisis currently being experienced. Recent reports</p>	

<p>indicate this may go on for a lot longer than first anticipated. Any help available can be accessed at; <a href="mailto:supportingyou@chichester.gov.uk">supportingyou@chichester.gov.uk</a>. Or telephone; 01243 534860.</p> <p>Encouragingly, I read in a Planning Appeal decision notice that the Planning Inspectorate recently dismissed a Planning appeal against the Council's refusal to allow 30 plus houses on a site in Bosham. One of his reasons for dismissal was that the agricultural land, the site, was graded as 3a which means Best Most Versatile (BMV) agricultural land and there is NO justification to permit development on such land where there are more suitable sites available. A strong point worth noting in future planning applications. The recent announcement regarding the Boundary Commissions final decision on the redistribution of our electoral Constituency numbers to ensure each MP has similar numbers of electors. With the perpetual rise in built and occupied housing, this seems to need regular reviewing. It is apparent that little review is necessary in the north where little development has taken place. This is clearly a case of really bad planning distribution. The District Council will debate this Boundary Change proposal at its next Meeting on 22nd of this month before making a submission to the current 4 week consultation period. This proposal doesn't affect the District Ward boundaries but many of the existing Chichester parliamentary Constituencies may move to the Arundel and South Downs area.</p> <p>GZ raised a question about the Local Plan and the mitigating proposals for the A27. HP explained that to enable the current allocation of 625 dwellings per annum there would have to be considerable work carried out on the A27, due to the cost of this work and lack of funding it is more likely that the allocation would reduce to around 500 dwellings per annum. A question was also asked about the A27 currently and whether there would be any improvement to the road in the near future. HP reported that National Highways have pledged funds but not nearly enough to carry out the necessary work, so currently there are no plans to improve the A27. HP also reported that there is currently a Parliamentary boundary review taking place, there is a proposal that Singleton and Charlton will be moved to Arun District Council, there is an opportunity to object to these plans via the Boundary Commission, this will be debated by local government in the coming weeks.</p>	
<p><b>Agenda Item 7</b>  <b>Public Open Forum</b> – 15 minutes is allowed for the public to ask questions relating to this agenda or matters affecting the Parish.</p> <p>A member of the public put forward a suggestion of providing a Christmas Food Bank, there was a lot of discussion around this idea. This idea developed into providing Christmas Boxes for families with children, it was agreed to form a working party to look at developing this idea. There was a discussion about UK Harvest providing a local service in the village, this needs to be researched and discussed with UK Harvest. Another member of the public put forward the suggestion of a longer-term solution for families who are struggling to make ends meet of providing slow cookers and recipe cards to help parishioners create economical meals at home, there was discussion about this idea and it was felt that it would need investment of time and money, it would be costly to offer this service and there was a question about who could manage this. It was agreed that this would be a longer-term project and would need to be discussed in more detail at a later date. A member of the public commented that it is great to see the playground development taking shape. The question of Singleton Oil Field emitting Methane was raised, and it was also reported that the main re-injection well had been relined. GZ commented that presumably the environment agency are monitoring the oil well, however the MOP suggested that the oil field was self-governing.</p>	
<p><b>Agenda Item 8 - Council Matters</b>  <b>Civility &amp; Respect Pledge and Dignity at Work Policy</b></p> <p>GZ outlined the purpose of the policy which is formerly to agree to be civil and respect each other. TM pointed out that it was not clear that the policy applied to councillors and that an amendment was needed to make this specific reference. It was agreed that this would be done. RM raised the question about training and it was felt that this would have been covered in WSALC courses for councillors that every new councillor attends. The clerk reported that she has not been advised of any specific training on this subject. It was unanimously agreed to adopt the Pledge and Policy.</p>	

<p><b>Clerks Backdated Pay Rise</b> – It was agreed to pay the back dated figure and accept the pay rise. This was proposed by RM and seconded by RT and unanimously agreed.</p> <p><b>IGas Grant</b> – There was a discussion about what project we should ask IGas to support with 2023 grant. RT outlined the current projects, as being CHS, the Parking Project and the Playground Project. GZ suggested that we apply for funds for Phase 3 of the Playground Project. TM suggested he felt discomfort with raising funds for plans that we have not agreed. It was agreed to apply for funding for the playground but not specify equipment. The playground working party will present the plans for Phase 3 to be discussed by full council once the project has been researched. There is an agreement with the Village Hall that they apply for the IGas Grant on alternative years, thanks were expressed to the Village Hall for allowing the Parish Council to apply for the grant when it was their turn to apply, this was done to enable the playground project to move forward.</p> <p><b>Budget &amp; Precept 2023-2024</b> – GZ proposed that in order to meet our responsibilities to the parish, we need to raise the precept by 15% which amounts to 25p per week for a Band D property. None of the projects are funded by the precept, these all have to be funded by grants and donations, the precept covers expenses to maintain the parish and the clerks salary. TM expressed his objection to the 15% rise and that he was speaking for those that may find a rise of 15% financially onerous, notwithstanding that this represented just 25p per week for the average household. RM asked if there were any complaints about the 15% rise last year and have we been criticised for not spending the money wisely, it was reported that there were no complaints. HP pointed out that we need to have a reserve in case of an election. GZ explained that over 60% of the budgeted expenditures were accounted for by the clerk’s salary and items that the Parish Council is duty bound to provide for the parish, like grass cutting, bins, insurance etc., he asked if anyone had any specific questions about the budget. Following TM’s queries it was agreed to keep the budget as presented but adjust the VAT expenditure to £2,000. GZ acknowledged TM’s concerns and then took a vote. The majority of councillors agreed to the 15% raise, so the motion was passed. MC suggested that we should make our parishioners aware of what the precept is spent on. This is put on the website each year and will be updated for 2023/24.</p>	
<p><b>Agenda Item 9 - Village Matters</b></p> <p><b>Church Path</b> – It was acknowledged that the path is unsafe/unusable and that it needs to be fixed. The clerk has requested quotes from two contractors to remove all the large stones and apply a smooth surface. It has been suggested that Fittleworth stone may be appropriate as it gives a more rural look to the path and would be more like the old path. Easebourne playground have used this surface for the perimeter path. There was a discussion about the history of the path, TM agreed to take the project on to resolve the situation. A MOP suggested that the W&amp;D Museum should be asked about how they create their paths as they are aesthetically pleasing and are fit for purpose.</p> <p><b>Extra Item – SID</b> – The SID was sent for testing and it has been confirmed that the light sensor is working correctly. It has been suggested that because we are a dark skies area drivers are often using their full beam and this affects the brightness of the SID display. TM is going to explore if the light can be dulled down in any way.</p>	
<p><b>Agenda Item 10 – Finance</b></p> <p>Finance Balance in Current Account (14/11/22) <b>Not including Reserves below</b> - £9,086.88</p> <p>Playground Reserves held in Current Account - £20,669.88 (Invoices due for Playground - £12,897.51 excluding VAT)</p> <p>Accessibility Project Reserves held in Current Account - £5,500.00</p> <p>Donation from Sussex Martyrs - £2,000.00</p> <p>CIL Money - £4,198.54</p> <p><b>Total in Current Account – £41,455.30</b></p> <p>Balance in Savings Account (18/07/22) – £7,003.00</p> <p>Money Received – Part Payment of CDC Grant for the Playground £8,029.00 (included in figures above)</p> <p>VAT Not Claimed - £3,550.28</p>	
<p><b>Agenda Item 11 – Planning</b></p> <p>Reports have been circulated, posted on the notice boards and website.</p>	

<b>Meeting Closed – 20.30</b>	
<b>Confirmed that these minutes are a true and accurate record of the meeting</b> Signed: GRAHAM ZACHARIAS Name & Position: VICE CHAIRMAN Date: 1 <sup>st</sup> February 2023	