


**APPROVED Minutes of the Zoom Parish Council Meeting held at 7pm on  
Wednesday 20<sup>th</sup> January 2021**

<p><b>Present:</b> Cllr John McDonald (JMCD) (Chairman); Cllr Adrian Taylor (AT); Cllr Jane Mayhew (JM); Cllr Graham Zacharias (GZ); Cllr Tony Marshall; Cllr Terry Edwards (TE); Cllr Robert Mayne (RM)</p> <p>Cllr Jeremy Hunt (JH WSCC); Cll Henry Potter (HP CDC) and 4 members of the public also attended.</p>	
<p>The Chairman asked that we have more discipline during the meeting, councillors to raise their hand when they would like to speak and wait to be invited to participate. The public should only speak during the Public Forum unless invited to do so during the meeting. As JH and HP sometimes have to leave the meeting before the end due to other commitments, the public will be asked if they have any questions at the end of Agenda item 5 and 6.</p>	
<p><b>Agenda Item 1 – Apologies for Absence –</b> Deborah Harwood, on sabbatical. RT</p>	
<p><b>Agenda Item 2 – Declaration of Interests/ 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: John McDonald – Trustee and Treasurer of Singleton Playschool There were no further declarations of interest or dispensation requests.</p>	
<p><b>Agenda Item 3 - Minutes of the last Parish Council Meeting -</b> To approve as a correct record the Minutes of the Parish Council Meeting held on 18th November 2020. The vote was proposed by GZ and seconded by JM; the vote was unanimous. It was <b>Resolved</b> that the minutes were agreed and signed by JMCD</p>	
<p><b>Agenda Item 4 – Chairman’s Report =</b> Report Submitted.</p>	
<p><b>Agenda Item 5 – County Councillor Report –</b> Mr Jeremy Hunt, Chichester North Division – WSCC</p> <p><b>Vaccination rollout latest</b> The NHS in Sussex continues its rollout of the COVID-19 vaccination – this is the largest vaccination programme ever undertaken by the NHS. The Sussex Health and Care Partnership website has details on the rollout, including when you can expect to get your jab and details of vaccination scams to be aware of.</p> <p>In order to help elderly and vulnerable people get to their COVID-19 vaccination appointments, concessionary bus pass holders can travel for free in West Sussex before 9.30am from this Monday (18 January).</p> <p>Concessionary bus pass holders can currently travel free of charge in West Sussex, off-peak - which is weekdays 9.30am -11pm - and all day at weekends and bank holidays. From Monday, this temporary relaxation will allow them to also travel for free before 9.30am. More information about the county council’s bus pass scheme is available here.</p> <p><b>Latest COVID-19 figures</b> National restrictions remain in place. Cases in West Sussex have been rising and although we may have seen a plateau in cases, we must act like we have it to stop the spread. The latest COVID-19 infection rate across West Sussex, for the seven days up to 9 January, is 640.9 per 100,000. This is still above the national average for England of 622.3 per 100,000. We cannot let our efforts slip until we have beaten the virus - it is your responsibility to keep yourself and others safe.</p> <p><b>Follow National lockdown restrictions and remember:</b></p>	

You cannot leave your home to meet socially with anyone you do not live with or are not in a support bubble with (if you are legally permitted to form one).

You may exercise on your own, with one other person, or with your household or support bubble.

Indoor gyms and sports facilities will remain closed. Outdoor sports courts, outdoor gyms, golf courses, outdoor swimming pools, archery/driving/shooting ranges and riding arenas must also close.

If you think you may have any coronavirus symptoms, isolate immediately and book a test. There is availability at your local walk or drive-through sites that may be closer than you think.

You can book a test online or by calling 119 to get an appointment to visit a test site.

#### **Other Information:**

##### **Shielded and Community Hub**

The Community Hub remains in operation providing support seven days a week from 8am to 8pm and was fully operational throughout the Christmas period providing support to residents of West Sussex. The Local Tracing Partnership Team within the Community Hub are working hard to contact residents who have tested positive for Covid-19.

The Community Hub has recently contacted all of our Clinically Extremely Vulnerable (CEV) residents and has sent 14,330 emails and posted 19,222 letters to residents without an email address.

Our Community Hub continues to be open seven days a week, 8am – 8pm. If your request is urgent, for example you are going to run out of food or medicine in the next three days, please phone 033 022 27980 so that we can make sure you get help as quickly as possible. For more details go

to:<https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/community-hub-covid-19/>

Our current alert level, weekly data, Outbreak Control Plan and other Covid related information, including a link to our Community Hub, can be accessed on the following website:

<https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/covid-19-alert-level-weekly-data-and-outbreak-control-plan/>

##### **Libraries, Record Office & Ceremonies**

Libraries will continue to offer the 'select and collect' service, which people can do via telephone, email or online. They will still be offering an essential delivery service too. Unfortunately, the library will not be able to offer the use of computers in the library which is a temporary suspension of this service during lockdown. It has really been emphasised about the benefit of borrowing books, for both helping with home learning and for mental health during these difficult times.

The Ceremonies Team is cancelling the ceremonies which were scheduled to take place in January and are currently awaiting legislation and guidance before cancelling those scheduled for February. Appointments for giving notice are now only being booked for those with a ceremony which is due to take place straight after the end of the intended lockdown period.

Due to the national lockdown, birth registration appointments are temporarily unavailable, and we apologise for any inconvenience caused. Before registering the birth, new parents can make a claim for Child Benefit or Universal Credit. We will continue to provide emergency birth appointments for exceptional cases where a birth certificate is required urgently.

The Record Office Search Room will remain closed to the public. Staff will continue to provide a remote service, answering enquiries as far as possible and working on tasks to improve access to, and information about, the collections.

##### **Care homes**

As the whole of England is now in a national lockdown the visiting guidance for care homes remains as before. Visits to care homes can take place with arrangements such as substantial screens, visiting pods, or behind windows. Close-contact indoor visits are not allowed. No visits will be permitted in the event of an outbreak. Further information can be found on the GOV.UK website.

Regular testing is being undertaken across staff and residents in residential care and supported living and domiciliary care workers have now started to be tested. There is also a programme of vaccination through both GP practices and hospital hubs. Care home staff are being invited to the hospital hubs in a planned way.

Latest guidance on residential care, supported living and home care guidance is available online.

### **Other Updates**

Following the funding announcements confirmed in the Provisional Government Finance Settlement, which was announced just before Christmas, we have now set a provisional balanced budget for 2021/22.

Regarding Council Tax, the Government have confirmed that the referendum limit for core council tax will remain at 2%, but we will once again be able to raise additional precept - by up to 3% - for Adult Social Care. The government consider this to be part of our core spending power when calculating the overall support, we receive. We are therefore proposing to increase council tax by 1.99%, with an additional 3% to support Adult Social Care. For a Band D taxpayer this equates to an increase of £1.38 per week.

However, the good news is that several savings that were put forward, before we knew the details of the finance settlement, will no longer be part of our budget for 2021/22. These are:

Review of Lifelong services (deferred to 22/23)

Measures to reduce amount of DIY Waste

Review of the number of HWRS sites

Reduction in discretionary bus passes

Ending Community Highway Schemes

Reduction in public transport support

We are still planning savings of around £18m, but overall, our revenue budget for next year is increasing by around 5.25%, or by nearly £31m to just under £625m. This means that yet again we will be investing more money in our frontline services.

We are also continuing with our award-winning Operation Watershed programme.

We are adding an additional £12m of our own capital into highway maintenance, on top of the grant funding we receive from government.

With regard to the cost of Covid, this has mostly been met by government support. The cost to WS has been in excess of £100m so far and is obviously continuing to rise. As part of the finance settlement government have already put in place additional funding for the first quarter of the next financial year.

Our proposed budget for 2021/22 will be going to our Performance and Finance Scrutiny committee this Wednesday and then for approval by Cabinet at our meeting this Friday, 22nd January. It will then be presented to the full County Council for approval on Friday 12th February. All these meetings will be webcast, as are all our public meetings, which are still being held virtually. You can find a list of meetings on our website: <https://westsussex.moderngov.co.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>

Lastly, we are also continuing to issue our Town and Parish News, as well as regular press releases (<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/>). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, and for other regular updates.

Other items – no update on the Leys land. Will follow up on the question of what traffic calming solutions are covered by the Community Highways Scheme. Will also follow up on the repair of the railings belonging to WSCC.

### **Agenda Item 6 – District Councillor Report – Mr Henry Potter, Goodwood Ward**

None of us are sorry to see the back of 2020, a period in our history never before known and we look forward to better times.

The District Councils resources have taken a battering this past nine months and thank goodness for healthy prudently maintained reserves. There was division amongst Members regarding the proposal to raise Parking Charges, though in some cases there was to be no change and even some small reductions.

<p>Income from these charges form a substantial part of the Councils revenues to support the statutory duties of the Council such as refuse collection and street cleaning and help for the homeless. The decision of the Cabinet to agree these increases was revisited by Cabinet but the decision stays.</p> <p>Another decision challenged was whether to join other Authorities in joint plans to create more Electric Vehicle Charging Points. It was agreed not to support this venture, mainly because CDC have already provided more EVCP's than other Authorities and the land availability for such charging stations just isn't available. Our Climate Change Panel are reticent in this matter as there is no guarantee that EV's are yet the way of the future. A full report of the Climate Change Panel was considered by the Cabinet and this report in its entirety can be found on the Councils website.</p> <p>The situation regarding Covid-19 changes almost daily and the District Council are making regular updates. The latest seems to be that 4 vaccination centres are being set up, 2 in Midhurst and Petworth, 1 in Selsey and the fourth in Tangmere and it is these 2 which will serve the GP Practices in Chichester. A recent bulletin issued by NHS gives the latest, fullest details and was circulated to all PC's it really is a case of being patient and wait to be called, probably by telephone but if you are registered on-line with your doctor by e mail or a text message to your phone.</p> <p>Finally, the saga with the inefficiencies within Southern Water are coming to a head. Our Chief Executive, Diane Shepherd wrote to Ofwat a fairly strong letter expressing the failings of SW, not just in the Lavant Valley but right across the District. The Witterings, Bracklesham, Westhampnett and Loxwood all have lack of capacity issues relating to sewage handling. The brief response from Ofwat indicated that they are aware and concerned with SW's poor performance and would be looking further onto it. They are the worst performing waste-water treatment Company in the country. More on this as it unfolds.</p> <p>GG asked the question about street cleaning, HP agreed to email CDC, also a parishioner raised the issue of mud being swept into the drains by the street cleaning machine, JM suggested that the drains could probably do with jet cleaning. JH will request that they visit the village. TM raised the issue of mud being washed down North Lane and blocking the drains at the road junction. JH will also raise this with the appropriate department. TM will also contact Goodwood as it is the tractors that are exacerbating the situation. JM raised the fact that any owners of farm vehicles have a duty of care to keep the roads clear of debris created by their vehicles.</p> <p>Centurion Way – Henry will meet interested parties on Saturday 23<sup>rd</sup> January at 10am by the Cricket Pitch to discuss concerns about access and exit points. HP did suggest an alternative route to SDNP at the planning meeting, but it was not taken up as they were still researching access through the tunnel at West Dean. He reported that the bat survey still hasn't been carried out. GG pointed out that it would be difficult to put a plan together for the CHS scheme until this was resolved.</p>	
<p><b>Agenda Item 7 - Council Matters</b>  <b>Council Matters</b>  Village Design Statement – Design Statement Guidelines approval – RM proposed to approve, TM seconded, motion carried.</p>	
<p><b>Agenda Item 8 - Village Matters – Decisions Required</b>  Playground – Covid Signage – TE. The decision was taken not to put up a Covid sign as the feeling was that people should know the rules and there was a danger of having too many signs. Unanimous vote.</p>	
<p><b>Agenda Item 9 - Finance</b>  Review of Expenditure v Budget, approval of the Accounts and Bank Reconciliations for the period ending 31<sup>st</sup> December 2020. Accepted and agreed.  Balance in Current Account - £7,375.64  Balance in Savings Account - £7,502.58  VAT to date - £1,938.73(not claimed)  Money Received – Interest on Savings Account - £4.72  Zoom Subscription – it was agreed to change our subscription to the yearly package, the amount for the year is £119,99 as opposed to £11.99 per month.</p>	

<p>Ofcom Licence – this licence is for the Emergency Radio’s for use in an Emergency. It was agreed to renew the licence.</p> <p>Budget – The budget was agreed, proposed by AT, seconded by GZ. Unanimous vote.</p> <p>Precept for 2021/22 – following a previous discussion, RM proposed a 10% vote, the increase of 10% was passed on a majority vote. The effect of 10% rise on a Band D property is £8.05 per year, the additional income to the Parish Council is £1,742.00.</p>	
<p><b>Agenda Item 10 - Planning</b> – Planning document has been circulated and posted on notice boards and website. No further comments.</p>	
<p><b>Agenda Item 11 – Public Open Forum</b></p> <p>Phil Fathers asked why TM did not vote for a 10% increase in the precept. TM felt that given the current situation with Covid, people could be having a difficult time financially, our parishioners might wonder what we are doing with the extra money. JM clarified that we would normally carry out some fundraising to enable us to proceed with projects to benefit the community. Due to Covid there was no opportunity to do this and it was unlikely that any events would take place this year. She also wanted to reiterate that the help we are giving to our vulnerable residents has been funded from the Crisis grant and not the precept. It was agreed that we would publish information on the projects we intend to work on this year. TM stated that he was clear and satisfied about what we intended to do with the additional precept. As mentioned above the increase in the precept will generate an additional income of £1,742.00, therefore, we will still need to rely on grants to complete any projects.</p> <p>Danny Sole asked what was happening with the pump that was on the village green as if it needed welding or fabricating, he has the skills to help. It was clarified that the pump was currently being looked after by Peter Boyle and Vaughn Smedley was looking into finding new parts. However, this was proving very difficult. There was discussion about the purpose of the pump and its benefits. TE said he would have a catch up with Vaughn and Liz Jasper offered the services of Paul who helped with the flag pole and removed the screws to the pump.</p>	
<p><b>Meeting Closed at 20.10</b></p>	
<p><b>Confirmed that these minutes are a true and accurate record of the meeting</b></p> <p>Signed: JOHN MCDONALD  Name &amp; Position: CHAIRMAN  Date: 17<sup>th</sup> March 2021</p>	