

TANGMERE PARISH COUNCIL



MINUTES OF THE MEETING OF THE COUNCIL HELD ON 7 NOVEMBER 2019

Present:

Councillors Andrew Irwin (Chairman), Roger Birkett (Vice-Chairman), Kate Beach, David Blythe, Kirsten Lanchester, Simon Oakley, Paul Spencer-Ellis, Trevor Ware

In attendance:

Louise Steele - Clerk
Two members of the public

No.		ACTION
176	AGENDA ITEM 1 – APOLOGIES FOR ABSENCE Apologies were received from Councillors Hilton and Stanbridge.	
177	AGENDA ITEM 2 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY AND NON-PECUNIARY INTERESTS Cllr Irwin declared a discloseable pecuniary interest in Agenda Item 10 on the grounds that land north of St Andrew’s Church is in close proximity to his home. Cllr Oakley declared non pecuniary interests, in general terms, as a member of Chichester District Council (CDC) and as a member of West Sussex County Council.	
178	AGENDA ITEM 3 – PUBLIC PARTICIPATION The Chairman welcomed members of the public who indicated that they were present to hear more about the masterplan. The Chairman recognised the individuals as those who had collated the views of residents of Cheshire Crescent about proposals for land north of St Andrews Church and south of Cheshire Crescent. The Clerk read to the meeting the developers comments about their decision to remove the single row of houses previously proposed for the land to the north of St Andrew’s church from the masterplan. The Chairman thanked the individuals for their work in accessing residents who might not normally engage in the consultation processes	
179	AGENDA ITEM 4 – AGENCY REPORTS The following reports were received. i. Community Wardens’ Report The Community Wardens’ written report was received with thanks. ii. County and District Councillor’s Report Councillor Oakley reported orally on a number of matters.	

180	<p>AGENDA ITEM 5 – MINUTES</p> <p>The minutes of the extraordinary meeting held on 11 September 2019 and the ordinary meeting held on 12 September 2019 were each approved as an accurate record and signed as such by the Chairman.</p>	
181	<p>AGENDA ITEM 6 – MINUTES & REPORTS FROM COMMITTEES</p> <p>The draft minutes and oral reports from Committee Chairmen for the following meetings were received.</p> <p style="padding-left: 40px;">Environment Committee – 24 September and 22 October 2019 Village Centre Committee – 8 October 2019 Finance Committee – 22 October 2019</p>	
182	<p>AGENDA ITEM 7 - ACTION POINTS</p> <p>Members noted progress on Action Points (from meetings of the Council and its Committees) for the civic year to date. Progress, in addition to that recorded on the summary of action points, was noted.</p>	
183	<p>AGENDA ITEM 8 – CORRESPONDENCE</p> <p>Correspondence received complaining about dog fouling on the Recreation Field was considered. The correspondent commented that while waste was mostly cleared by dog owners residual fouling remained and suggested that dogs be banned from the Recreation Field. Councillors observed that it was not practical to exclude dogs and to enforce the ban. The aspiration is to have a dedicated, fenced area for exercising dogs elsewhere in the village. Where there are witnesses to dog fouling which is uncleared by the owners those witnesses are encouraged to report the matter to the Chichester District Council Dog Wardens.</p>	
184	<p>AGENDA ITEM 9 – PLANNING</p> <p>Members considered the Council's observations on the following planning applications and commented upon them as shown:</p> <p style="padding-left: 40px;">19/02490/TCA Notification of intention to crown lift by up to 4m (above ground level) but excluding any lifting on the eastern sector on 1 no. Norway Maple tree. 2 Bayleys Cottages Tangmere Road Tangmere Chichester West Sussex PO20 2HE</p> <p style="padding-left: 40px;">No objection</p> <p style="padding-left: 40px;">19/02550/DOM Internal and external alterations to barn. Oldbury Barns Marsh Lane Easthampnett Tangmere PO18 0JW</p> <p style="padding-left: 40px;">No objection</p>	
185	<p>AGENDA ITEM 10 – TANGMERE MASTERPLAN</p> <p>a) Members received an update on outstanding issues relating to the emerging masterplan noting that the single row of houses previously proposed for the land to the north of St Andrew's church has been removed from the masterplan and that this land is therefore only to be proposed to be used as public open space, incorporating the sports pitches with the associated pavilion which will be limited to providing changing facilities etc. to minimise its visual impact.</p>	

	b) It was agreed that a public meeting will be held on Tuesday 3 December at 7pm with Countryside Properties presenting the submitted masterplan.	
186	<p>AGENDA ITEM 11 - ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR THE YEAR ENDED 31 MARCH 2019</p> <p>Members received the External Auditor's report for the year ended 31 March 2019. The auditor drew the Parish Council's attention to a matter, not affecting their opinion, which was that:</p> <p><i>"the Council received Community Infrastructure Levy of £30,319.71. Although this amount has been ring-fenced, no actual plans or projects exist for the funds received. It would be reasonable to expect that plans for the use of these funds are taken forward in the 2019/20 year."</i></p> <p>Councillors reflected upon this observation and felt that the external auditor had not demonstrated an understanding of Community Infrastructure Levy (CIL) or the CIL Regulations. The Parish Council is obliged to develop projects and use CIL within five years of receipt and will do so.</p>	
187	<p>AGENDA ITEM 12 – SCHEDULE OF MEETINGS FOR THE CIVIC YEAR 2020/21</p> <p>Members considered a draft schedule of meetings for the civic year starting May 2020. Following discussion it was agreed that the start time of meetings should remain at 7.30pm.</p> <p>The schedule of meetings was adopted.</p>	
188	<p>AGENDA ITEM 13 – CONSULTATION ON THE DRAFT CHICHESTER INFRASTRUCTURE BUSINESS PLAN</p> <p>Members considered and agreed the Council's response to Chichester District Council's (CDC) consultation on the Infrastructure Business Plan (IBP) 2020/2025.</p>	
189	<p>AGENDA ITEM 14 – ANNUAL MONITORING REPORT 2018/19 – MADE NEIGHBOURHOOD PLANS</p> <p>Members considered and agreed a draft response to CDC's request for a monitoring report in the effectiveness of the policies in the Tangmere Neighbourhood Plan.</p>	
190	<p>AGENDA ITEM 15 – NEW HOMES BONUS 2019/20</p> <p>Members noted that Chichester District Council has granted the following sums of NHB 2019/20 £24,246 for Youth Play Equipment (NHB 39/19); £3,875 for the Recreation Field southern drainage link (NHB 41/19) and £6,857 for a cricket pitch mower (NHB 42/19). A fourth application for CCTV extension (NHB 40/19) was declined.</p> <p>Further, upon the recommendation of the Finance Committee the Council agreed to accept the conditions imposed by Chichester District Council in the NHB grant agreement (attached in the supporting papers) and authorised the Clerk to sign the agreement on behalf of the Council.</p>	
191	In accordance with the Public Bodies (Admission to Meetings) Act 1960 the Council resolved to exclude the public and press from the meeting at this point prior to consideration of the following item by reason of the confidential nature of the business to be transacted.	

192	AGENDA ITEM 17 – STAFFING MATTERS Members considered a confidential report on staffing matters and agreed that the working hours of the Parish Administrator should be increased to 25 hours a week.	
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Date of next ordinary meeting: 9 January 2019

Chairman:

Date: