

TANGMERE PARISH COUNCIL



MINUTES OF THE MEETING OF THE COUNCIL HELD (USING ZOOM SOFTWARE) ON 10 SEPTEMBER 2020

Present:

Councillors Andrew Irwin (Chairman), Roger Birkett (Vice-Chairman), Kate Beach, David Blythe, Simon Oakley, James Stanbridge and Trevor Ware (arrived 19:43)

In attendance:

Louise Steele - Clerk
Tina White - Parish Administrator
Two members of the public

No.		ACTION
373	AGENDA ITEM 1 – APOLOGIES FOR ABSENCE Apologies were received from Councillors Kirsten Lanchester and Paul Spencer-Ellis.	
374	AGENDA ITEM 2 – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY AND NON-PECUNIARY INTERESTS 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. Cllr Oakley withdrew from the meeting to the public gallery for the duration of the Committee’s deliberations on the planning applications at Agenda Item 8 under consideration by Chichester District Council due to his Membership of that Council’s Planning Committee. Any comments and observations from Chichester District Councillor Simon Oakley on planning applications were personal ones made at the invitation of the Chairman and related to matters of fact and clarification.	
375	AGENDA ITEM 3 – PUBLIC PARTICIPATION There was no public participation but the Chairman elected to take the presentation from the Directors of Positive Routes to Wellbeing C.I.C. referred to at Agenda Item 5 at this point in the agenda (see Minute 377-19 below).	
376	AGENDA ITEM 4 – MINUTES The minutes of the ordinary meeting held on 16 June 2020 were approved as an accurate record and signed as such by the Chairman.	
377	AGENDA ITEM 5 – FUNDING FOR A LOCAL COUNSELLING SERVICE Subsequent to its deliberations in 2019 about supporting a local counselling service for young people the Council invited the Directors of Positive Routes to Wellbeing C.I.C. are invited to present their Business Plan to the Parish Council. The Directors in attendance were Michelle Stone, and Rachel Rapson. The Directors explained the CIC’s work and requirement for grant assistance with start-up funding.	

	<p>The Directors were asked to provide additional information about the CIC's revenue, costs and where grant money would be spent and about protocols for referrals from GPs and the Community Wardens. The Chairman indicated that there were two areas where the Council could provide support quite quickly and those were, free use of the Youth Hall for counselling sessions and financial support in the case of residents without other means of support.</p>					
378	<p>AGENDA ITEM 6 – AGENCY REPORTS The following reports were received.</p> <p>A) County and District Councillor's Report Councillor Oakley reported that Chichester District Council's Cabinet approved the Compulsory Purchase Order (CPO) for the Tangmere Strategic Development Location (TSDL) on Tuesday 8 September and it will go to CDC Full Council on 22 September 2020. Countryside Properties plan to submit an outline planning application in October 2020. When questioned Councillor Oakley said he could not guarantee that the application would come in at 1,300 dwellings given current government policy. He felt that the developers might be looking to build more at three storeys. CDC and WSCC will be debating the Government's Planning White Paper and other proposals. Councillor Oakley also reported on the new regional Covid Testing centre on the airfield apron. Also that the Government is developing proposals for Local Government reorganisation.</p> <p>B) Community Wardens' Report A written report from the wardens was received and is attached to these minutes.</p>					
379	<p>AGENDA ITEM 7 - MINUTES & REPORTS FROM COMMITTEES Members received the draft minutes and oral reports from Committee Chairman for the meetings indicated:</p> <table border="0"> <tr> <td>Village Centre Committee</td> <td>28 July 2020</td> </tr> <tr> <td>Environment Committee</td> <td>1 September 2020</td> </tr> </table> <p>The Chairman of the Village Centre Committee reported that the Village Centre had re-opened to the public on 1 September 2020 and that a small number of users had returned. There was some discussion of the recently introduced "Rule of Six" and the Council accepted the Clerk's advice that most activities taking place in the Village Centre need not be restricted to six people because they were risk assessed and taking place in a Covid-secure manner in Covid-secure premises. The exception was private parties and it was agreed that no bookings for private parties would be accepted between 14 September 2020 and 31 December 2020.</p> <p>It was further agreed that the Village event planned for the Recreation Field for 19 September could not be made Covid-secure and would now be cancelled.</p>	Village Centre Committee	28 July 2020	Environment Committee	1 September 2020	
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380	<p>AGENDA ITEM 8 - REPORT OF THE COVID-19 WORKING PARTY Members received the oral report of Cllr Stanbridge as Chairman of the Covid-19 Working Party.</p>					

	<p>A high state of readiness continues to be the case; food deliveries are still being made regularly and vulnerable residents continue to be monitored.</p> <p>The Chairman thanked Cllr Stanbridge for his report.</p>	
381	<p>AGENDA ITEM 9 – CORRESPONDENCE</p> <p>The Clerk reported three items of correspondence: correspondence from CDC about the future funding of community wardens; correspondence about the future of the West Sussex Association of Local Councils (WSALC) and arising from the current distribution of food correspondence about the possibility of cookery school.</p> <p>WSALC - it was agreed that the Parish Council will contribute, as and when formally requested, to the review of WSALC and will consider any recommendations of the review but will not engage in any other correspondence or debate upon the issue.</p> <p>Funding Community Wardens – there is a possibility of being asked for an 11% increase in funding of the Community Wardens (to 50% fund the senior warden post) and responses are requested by 17 September. It was noted that one of the registered social landlords in the village is not contributing. The Clerk was asked to place the matter on the Finance Committee agenda for further consideration and, in the meantime to feedback to CDC that there is anxiety and concern about a potential uplift in the Parish Council's contribution and continuing concern about the accountability and visibility of the warden</p> <p>Cookery School – this is an idea that the Council will return to when full use of the Village Centre is possible again.</p>	
382	<p>AGENDA ITEM 10 – ACTIONS CARRIED OUT BY THE CLERK UNDER DELEGATED AUTHORITY</p> <p>Members noted the following actions carried out by the Clerk on grounds of urgency, using her delegated authority and, following consultation with the Chairman of the Council, Chairmen of Committees and other Councillors as appropriate:</p> <p>20/08/20 - Purchase of 30 wipeable vinyl upholstered chairs & trolley - £1,386.74 (gross)</p>	
383	<p>AGENDA ITEM 11 – FINANCE</p> <ul style="list-style-type: none"> • Members authorised payments of £77,669.54 made between 1 June 2020 & 31 August 2020 from the Parish Council bank account and £5,286.07 for the same period from the Village Centre bank account. • Bank reconciliations as at 31 August 2020 for all accounts were received and noted; and • The Income & Expenditure and a budget monitoring figures for the first five months of the financial year (1 April 2020 to 31 August 2020) were received and noted. 	
384	<p>AGENDA ITEM 12 – IMPLEMENTATION OF THE 2020 PAY AWARD</p> <p>Members noted that on 24 August, the National Joint Council for Local Government Services (NJC) had announced that an agreement was reached between the National Employers and the NJC Trade Union Side on the new pay scales for 2020-21 to be implemented from 1 April 2020. Members noted both elements of the settlement being the uplift in salary and an increase in basic annual leave entitlement.</p> <p>Members agreed that the new pay scales should be implemented for Council</p>	

	staff, in accordance with their contracts of employment.	
385	AGENDA ITEM 13 – INSURANCE Members noted that the Council’s insurance policy is due for renewal and delegated decision making on renewal of insurance arrangements to the Finance Committee.	
386	AGENDA ITEM 14 – SCHEDULE OF MEETINGS FOR THE REMAINDER OF THE CIVIC YEAR TO MAY 2021 Members considered a draft revised schedule of meetings for the remainder of the civic year 2020/21 and with amendment it was agreed. The agreed, amended schedule is attached to these Minutes.	
387	AGENDA ITEM 15 – PLANNING Members considered the Council’s observations on the following planning applications and commented on them as indicated: 20/02117/TCA Notification intention to fell 1 no. Cherry tree. Tangmere Cottage Tangmere Road Tangmere PO20 2HW Defer to the CDC Arboricultural Officer 20/02146/ADV Installation of 1 no. non-illuminated hanging sign, 2 no. internally illuminated wall mounted signs and 13 no. non-illuminated wall mounted signs. Bader Arms Malcolm Road Tangmere PO20 2HS No objection 20/02092/TPA Reduce height (all round) by 30% and remove lowest 4 no. limbs (South sector) on 1 no. Oak tree (T2, quoted as T1 on plan), subject to TG/95/01027/TPO. 3 Meadowside Walk Tangmere PO20 2WR Defer to the CDC Arboricultural Officer 20/02160/DOM Demolition of existing conservatory and erection of single storey rear extension. 47 Middleton Gardens Tangmere PO20 2JD No objection	
388	AGENDA ITEM 16 – ACTION POINTS AND THE CLERK’S REPORT It was agreed that Trello would be used to monitor action points going forward.	
389	AGENDA ITEM 17 – ANY OTHER MATTERS FOR INFORMATION Members shared a number of items with each other for their information.	

Date of next meeting: 12 November 2020

Chairman:

Date: