

Minutes of the meeting of Tangmere Parish Council held on Thursday 10 November 2016 at Tangmere Village Centre, Malcolm Road, Tangmere, PO20 2GQ, commencing at 7.30pm

PRESENT: Cllr Irwin in the Chair, Cllrs Mrs Beach, Birkett, Boocock, Gover-Wren, Oakley, Stanbridge and Ware. **Also present:** two Community Wardens, three members of the public and Mrs Sue Hobbs Locum Clerk.

1. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

Apologies were received from Cllr Wright, for personal reasons. A proposal was received, seconded and voted in favour of accepting the apologies received.

RESOLVED: That the apologies for absence be accepted.

(Power used: Local Government Act 1972 s85)

2. TO RECEIVE DECLARATIONS OF PECUNIARY OR PERSONAL INTEREST ON ITEMS INCLUDED ON THE AGENDA AND TO REMIND ALL MEMBERS TO UPDATE THEIR REGISTER OF INTERESTS

Cllr Oakley declared his interest in item 7 as he is a Member of West Sussex County Council (WSSC) and Chichester District Council (CDC) and Cllr Irwin declared his interest in item 7 (iii) as he had lodged the planning application. A proposal was received, seconded and voted in favour of accepting the Declarations of Pecuniary and Personal Interest received.

RESOLVED: That the Declarations of Pecuniary and Personal Interest be accepted.

(Power used: Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulation 2012)

3. TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011

The Locum Clerk explained that whilst not required for this meeting, this is a useful standing item for inclusion on each agenda. A dispensation would be required if all Members would be potentially personally affected by an issue for discussion.

4. TO RECEIVE RESOLUTION TO SUSPEND STANDING ORDERS FOR NO MORE THAN THIRTY MINUTES TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO RAISE QUESTIONS ON ISSUES NOT INCLUDED IN THE AGENDA

A proposal was received, seconded and voted in favour of suspending the meeting for no more than thirty minutes to allow members of the public to raise questions on issues not included on the agenda.

RESOLVED: That Standing Orders be suspended for no more than thirty minutes to allow members of the public present to raise questions or issues that are not included on the agenda.

PUBLIC SESSION

A member of the public highlighted that young people were seen sitting on the airfield control tower during the recent half term, to which a response was given that the land would be cleared. In addition, it was noted that following hedgecutting at the Churchwood Drive playing field, the debris had been dumped in the play area. It was noted that the hedge within the Blenheim Drive estate does not impact on the usability of the open space, but Cllr Oakley agreed to pursue estimates for the removal of the material. Cllr Mrs Beach offered to contact the management committee.

Concern was raised by another member of the public that high winds could cause damage to property in the Windmill Drive area, to which a response was received that all trees in the area have been surveyed and a full report is expected in the near future. A very tall tree in the Perrymead area was reported to be very tall, with sections separated from the main trunk and leaning towards a house. As

the tree is located on Tangmere Parish Council owned land, Cllr Boocock agreed to inspect the same and advise of the action required to ensure its safety.

AGENCY REPORTS (COMMUNITY WARDEN - ATTACHED AND NEIGHBOURHOOD WATCH)

The Community Wardens had circulated a report to Councillors prior to the meeting. An enquiry was received regarding the tape put in place by the Police, after a road traffic accident recently occurred, asking if it could be removed if no longer required. The removal of abandoned cars and flytipping was also requested. It was noteworthy that Bonfire Night passed without incident.

The Neighbourhood Watch group were pleased that the recent Halloween night was also successful, many positive comments had been received and local children had a very enjoyable evening.

COUNTY AND DISTRICT COUNCILLOR'S REPORT

Cllr Oakley spoke about reduced traffic management and safety implications of a reduced litterpicking programme for verges, which were to be implemented to reduce costs. A deep clean in spring 2017 was proposed, which may be more expensive.

A consultation by the Police and Crime Commissioner's office is underway, regarding the possible transfer of responsibility of the Fire and Rescue Service.

There is scope for National Insurance, pensions and the Living Wage to impact on council budgets and service provision, which may require council taxes to increase for 2017 – 2018. It was estimated that CDC has approximately £400,000.00 in revenue reserves and that the museum at Tangmere costs approximately £600,000.00 per annum to maintain, therefore CDC will be assessing how the bill could be reduced.

RESIDENTS QUESTIONS

A query was received as to whether CDC owned the land at Westhampnett roundabout, as the land had recently been subject to traveller incursion. It was queried if the site is being used as a transition site and it was confirmed that it had been used as travellers could not access the designated site.

5. TO RECEIVE RESOLUTION TO RESUME STANDING ORDERS

A proposal was received, seconded and voted in favour of resuming Standing Orders to resume the meeting.

RESOLVED: That the meeting be resumed.

6. TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 15 SEPTEMBER 2016

The Chair itemised the minutes for accuracy. A proposal was received, seconded and voted in favour of accepting the minutes of the meeting held on 15 September 2016 as a true record of the meeting.

RESOLVED: That the minutes of the meeting held on 15 September 2016, be accepted as a true record of the meeting.

(Power used: Local Government Act 1972 Schedule 12 Para 41(1))

It was noted that there was an indefinite deferment of the northern Chichester by-pass and this issue had been included in a Facebook page recently. There was a petition being organised regarding the Oving traffic lights and concern was raised that residents may not realise that the two issues were connected. The decision-making power of the Secretary of State over that of CDC and concern was raised regarding the timeframe for the issue to be resolved. Cllr Beach agreed to draft a letter for the

Locum Clerk to send to the Secretary of State, for copying to Oving Parish Council, CDC and the MP.

Following the '20 is Plenty' presentation immediately prior to the Council meeting, it was mentioned that Tangmere Parish Council should discuss how the process might start, as this would require support from the community. A comment was received that an expert view might be desirable prior to starting the process and a further suggestion was received that a small working party could be formed to progress this issue. A reminder was received that Westbourne Parish Council had recently undertaken this same process. A proposal was received, seconded and voted in favour of referring this issue to the Environment Committee for further progress.

RESOLVED: That the '20 is Plenty' issue is referred to the Environment Committee for further progress.

7. PLANNING APPLICATIONS

Cllr Oakley withdrew from the meeting.

- (i) **TG/16/03398/TCA – 'Mooncoin', Malcolm Road, Tangmere, PO20 2HS. Notification of intent to crown raise the eastern sectors by up to three metres above ground level on 2no. elm trees (T12 and T13).** A proposal was received, seconded and voted in favour of raising no objection.

RESOLVED: No objection.

- (ii) **TG/16/03398/TCA – 'Mooncoin', Malcolm Road, Tangmere, PO20 2HS.** Notification of intent to fell 4no. elder trees (T8, T9, T15 and T16) and to east reduce sectors back to trunks on 2no. hazel trees (T12 and T13). A proposal was received, seconded and voted in favour of raising no objection.

RESOLVED: No objection.

Cllr Irwin left the meeting and Cllr Birkett assumed the chair for the following item.

- (iii) **TG/16/03346/TPA – 'Newlands', Chestnut Walk, Tangmere, PO20 2HH.** Fell 1no. beech tree (TPO quoted as sweet chestnut) T8, subject to TG/78/01012/TPO. A query was raised as to whether the tree required felling, despite having a fungal condition, which would be contrary to Tangmere Parish Council's tree policy. A proposal was received, seconded and voted in favour of concurring with the CDC Tree Officer's advice, subject to Tangmere Parish Council's tree policy.

RESOLVED: To concur with the CDC Tree Officer's advice, subject to Tangmere Parish Council's tree policy.

Cllr Irwin returned to chair the meeting.

- (iv) **TG/16/03479/DOM – 2 Barncroft Close, Tangmere, PO20 2FE.** Carport extension. A proposal was received, seconded and voted in favour of raising no objection.

RESOLVED: No objection.

- (v) **TG/16/03221/DOM – 5 Bayley Road, Tangmere, O20 2ET.** Two storey side extension, replacement porch and alterations to existing rear extension. After some discussion, a proposal was received, seconded and voted in favour of objecting to the application, as it was considered to have an adverse effect on the character of the locality and street scene, due to overdevelopment of the site.

RESOLVED: To object due to an adverse effect on the character of the locality and street scene, due to overdevelopment of the site.

Cllr Oakley re-joined the meeting.

8. **NEIGHBOURHOOD PLAN - TO CONSIDER ANY NEW INFORMATION**

The Chair, Cllrs Birkett and Oakley had recently met with museum representatives regarding the proposal to extend the museum as per Policy 6 of the Neighbourhood Plan. The museum representatives agreed to look at the plans for development of an area for allotment provision and when the plan has been produced, the museum representatives would be invited to present to a full Council meeting.

The Chair had received further information from the Consortium and a meeting had been arranged to be held at the Village Centre on 14 November 2016, commencing at 6.30pm. All Members were encouraged to attend if possible.

9. **TO RECEIVE AND APPROVE THE MINUTES OF THE ENVIRONMENT COMMITTEE MEETING HELD ON 20 SEPTEMBER 2016**

Discussion took place regarding the condition of trees in the area and it was noted that the tree surgeon would advise if any trees were found to be dangerous. Item 156(i) was noted to be the responsibility of Portsmouth Water. The minutes of committee meetings were clarified as being referred to their individual committees for ratification. However, for this meeting a proposal was received, seconded and voted in favour of approving the minutes of the meeting held on 20 September 2016 as a true record of the meeting.

RESOLVED: That the minutes of the Environment Committee meeting held on 20 September 2016 be approved a true record of the meeting.

(Power used: Local Government Act 1972 Schedule 12 Para 41(1))

10. **TO RECEIVE AND APPROVE THE MINUTES OF THE VILLAGE CENTRE COMMITTEE MEETING HELD ON 11 OCTOBER 2016**

The hand dryer was likely to be fitted week commencing 14 November 2016 and a discussion took place regarding the improvements to the Village Centre broadband. An update was received regarding the Community Café, which Cllr Ware agreed to e-mail to the Chair.

Cllr Birkett updated Members that he had contacted Geoff Smith and the sub-contractor would conduct works for the solar farm within the existing framework.

Cllr Gover-Wren had also made further enquiries regarding CCTV at the Village Centre.

A proposal was received, seconded and voted in favour of approving the minutes of the meeting held on 11 October 2016 as a true record of the meeting.

RESOLVED: That the minutes of the Village Centre Committee meeting held on 10 October 2016 be approved as a true record of the meeting.

(Power used: Local Government Act 1972 Schedule 12 Para 41(1))

11. **TO RECEIVE AND APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 25 OCTOBER 2016**

Discussion followed regarding the purchase of Christmas stars, as per 2015, which would cost approximately £150.00. A query was received regarding the introduction of a Government Procurement Card, to enable the reclamation of VAT on purchases.

The grant to the Community Speedwatch group was discussed, which would help purchase six hi-viz vests and lamp post boards, for use when the Speedwatch group was in operation.

Cllr Mrs Beach passed the quotation for trees to the Locum Clerk, to enable the order to be placed.

A proposal was received, seconded and voted in favour of approving the minutes of the meeting held on 25 October 2016 as a true record of the meeting.

RESOLVED: That the minutes of the Finance Committee meeting held on 25 October 2016 be approved as a true record of the meeting.

(Power used: Local Government Act 1972 Schedule 12 Para 41(1))

12. REPORTS & ISSUES (FOR INFORMATION ONLY)

- (i) **To receive invitation from South East Coast Ambulance Service NHS Foundation Trust to attend the opening of the Make Ready Centre, Unit 7, Chichester Business Park, Tangmere, PO20 2FT, on 25 November 2016, commencing at 10.00am.** Councillors were asked to respond individually and it was noted that vehicle movements during the night had caused disturbance to local residents.

13. TO RECEIVE RESOLUTION TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS FROM CONFIDENTIAL MATTERS TO BE DISCUSSED ‘THAT IN VIEW OF THE CONFIDENTIAL/SPECIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW’

A proposal was received, seconded and voted in favour of excluding the public and press.

RESOLVED: That the public and press be excluded from the meeting.

(Power used: Public Bodies (Admission to Meetings) Act 1960 s2)

14. APPOINTMENT OF NEW CLERK – UPDATE

The Chair informed Members that a candidate for the role of Parish Clerk had been interviewed on 8 November 2016 and the panel had recommended her appointment, subject to satisfactory references and confirmation from Surrey & Sussex Association of Local Councils (SSALC) advice regarding a starting Spinal Column Point for salary. A proposal was received, seconded and voted in favour of appointing the candidate, subject to the caveats received.

RESOLVED: That the candidate be appointed as Parish Clerk subject to satisfactory references and advice from SSALC regarding a starting Spinal Column Point for salary.

15. DATE OF NEXT MEETING

The next meeting was scheduled to take place on 5 January 2017 at Tangmere Village Centre, commencing at 7.30pm, unless there is a requirement to defer the meeting until 12 January 2017.

The meeting closed at 9.45pm.