

*Draft minutes to be ratified at next meeting*

**TANGMERE PARISH COUNCIL**

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**Minutes of the PARISH COUNCIL MEETING held on 9 JANUARY 2014**

**Present:** Cllr Irwin (Chairman), Cllr Wood (Vice Chair), Cllr Beach, Cllr Thomas (Environment Chair), Cllr Boocock (Environment Vice Chair), Cllr Birkett (Village Centre Chair), Cllr Nation, Cllr Oakley (Parish, District & County Councillor), Cllr Poulter and Cllr Anscombe.

**Also present:** Eight members of the public, Ms D White and Mr G Jones (Community Wardens), Ms K Lanchester (Community Planner), Mr C Shimwell (Press) and Mrs M Monachan (Clerk & RFO)

The Chairman informed the meeting that the public session would be limited to 30 minutes with each individual permitted a maximum of three minutes to speak.

<b>No.</b>		<b>ACTION</b>
<b>2808.</b>	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b>  An apology was received and accepted from PCSO Moorey.	
<b>2809.</b>	<b>DECLARATIONS OF INTEREST</b>  Cllr Irwin – Community Garden and Tangmere Twinning Association Cllr Beach – Community Garden Cllr Oakley – planning issues, District and County Councils, and Tangmere Cricket Club Cllr Boocock – Allotments Cllr Poulter – Tangmere Twinning Association Cllr Nation – Allotments, 2 <sup>nd</sup> Tangmere Scouts & St Andrews Church	
<b>2810.</b>	<b>PUBLIC SESSION:</b>  <b>COMMUNITY WARDEN REPORT</b> A written report had been received which had been circulated to Members prior to the meeting (a copy is appended to the Minutes).  <b>PCSO REPORT</b> There was no PCSO report.  <b>TAG/NEIGHBOURHOOD MANAGEMENT PANEL</b> There was no report as the next meeting is not until February.  <b>NEIGHBOURHOOD WATCH REPORT</b> Cllr Beach reported that it had been a fairly quiet period and that the weekly incidences reports now include incidences from Chichester East.  <b>DISTRICT &amp; COUNTY COUNCILLOR REPORT</b> The District & County Councillor's written report is appended to the Minutes. It was noted that the blockages in and the rubbish dumped in the ditch to the west of Cheshire Crescent has been raised with the relevant authorities.	

## NEIGHBOURHOOD PLAN

The Parish Council is now engaged in the process and has held a meeting of the steering group on 6 January. A number of items were discussed at the meeting and the first public discussion event will be held on Saturday, 1 February at Village Centre from noon until 4pm. There will be a presentation from Action in rural Sussex at 12.30 and this will be repeated at 2.30pm. Task groups will be set up to cover the eight identified areas: business, education, community, transport, housing, green environment, access to services and history/heritage. The Tangmere History Association was invited to cover the History/Heritage category.

## RESIDENTS' QUESTIONS

The floor was opened to questions from members of the public and the following issues were raised and discussed:

**Anti Social Behaviour:** a number of Duxford residents raised the matter of the continuing anti social behaviour in the area of the Centre's car park which abuts their properties. One resident complained how letters to the Council on the subject had been dealt with. The Chairman re-confirmed that the Council will not re-instate a barrier to this area of the car park as additional parking was a legal requirement arising from the Centre's extension. It was noted that the appropriate agencies had been contacted but their efforts had not made a difference to the situation. It was recommended by the County Councillor that the logging of incidents should be reported to the Police & Crime Commissioner.

**Chestnut Walk:** the numerous pot holes and the poor condition of the road were highlighted. It was noted that part of the road is un-adopted. Issues within the adopted highway should be reported to WSCC's Highways. The County Councillor asked residents to copy him on any correspondence with Highways.

**Foliage on Churchwood Drive Footpath:** it was noted that the cleansing of footways and carriageways is the responsibilities of Highways and CDC. The District Councillor had raised the issue of the amount of leaves on the pavement. It was noted that if the leaves were cleared up on regularly basis it would reduce the likelihood of them blocking drains.

**Grain Stores Planning Application:** the meeting noted that before any building work can take place on the site a schedule of works and method statement must be submitted to CDC for approval. The District Councillor is to keep the Council informed of any change.

**Section 106 Funds:** disappointment was expressed by a resident at the lack of action by the Local Government Ombudsman to the Council's complaint of maladministration. The Council is to review its strategy on the issue.

The meeting was suspended for two minutes for a comfort break.

2811.	<p><b>MINUTES OF THE PARISH COUNCIL MEETING HELD 14 NOVEMBER 2013.</b></p> <p>The minutes of the Parish Council meeting held on 14 November 2013, a copy of which had been circulated to Members, was confirmed as a true record and signed by the Chairman.</p>	
2812.	<p><b>CLERK'S REPORT</b></p> <p><b>Bloor Homes update:</b> the developer has stated that new applications will be made for the tree work.</p>	
2813.	<p><b>ANY URGENT MATTERS.</b></p> <p>There were no urgent matters.</p>	
2814.	<p><b>NEIGHBOURHOOD PLAN</b></p> <p>The meeting was informed that that the Neighbourhood Plan is on the agenda twice: firstly in the public session to share thoughts with and to hear comments from residents, and secondly for the Council to discuss and approve decisions to move the project forward.</p> <p>It was noted that CDC wished the Council to take into consideration as part of its Neighbourhood Plan the land adjacent to Malcolm Road which it is holding with a view to offering for residential development</p> <p>The Council has offered to share the planning process with the Consortium and places would be available on the Steering Group. The Consortium was to meet on 10 January to discuss if it wishes to work with the Council on the Neighbourhood Plan. This may have an impact on the setting of the Council's 2014/2015 funding requirement.</p> <p>On Saturday, 1 February the first consultation with residents on the shaping the future of the village will take place.</p>	
2815	<p><b>TO RETROSPECTIVELY APPROVE THE COUNCIL'S LOCAL PLAN SUBMISSIONS</b></p> <p>The eleven challenges to the Local Plan had been circulated to members and the twelfth regarding appendix 2.1 was received at the meeting.</p> <p>The Council <b>RESOLVED</b> to approve the twelve challenges against the Local Plan submitted to CDC. There was one abstention.</p>	
2816.	<p><b>TO RESPOND TO PLANNING APPLICATION TG/13/03804/OUT LAND TO THE SOUTH SIDE OF CHURCH LANE</b></p> <p>Cllr Oakley left the meeting for the duration of this item. The revised planning application had been circulated to members. Cllr Poulter commented that the site</p>	

	<p>archaeological survey of 18 inches was not adequate due to the site's location next to a 12<sup>th</sup> Century church.</p> <p>The Council RESOLVED to object to the planning application as it has not addressed the impact on St Andrews Church which was the basis for refusal last year and as such the visual harm remains an issue and that the determining of this application is premature in light of an emerging Local Plan</p>	
2817.	<p><b>TO IDENTIFY COMMUNITY NEED PROJECTS FOR THE POTENTIAL COMMUNITY FACILITIES FUNDING ARISING FROM THE ABOVE APPLICATION</b></p> <p>The existing list of community facilities had been circulated to members.</p> <p>The Council RESOLVED that a scout hut with land, a football pavilion and a village sign should be added to the list of community facilities projects which could be funded through Section 106 monies.</p>	
2818.	<p><b>PROGRESS UPDATE ON NEW HOMES BONUS PROJECTS</b></p> <p>The PC Vice Chair and the Village Centre Chair are to confirm the location for the recreation field seats. A decision has to be made if the existing bus shelter by the village green can be reused to replace the damaged Museum shelter. The History Association's village sign concept requires additional information. A response is awaited from the preferred solar panel supplier regarding the presence of the black asbestos roof tiles.</p>	<p>Cllr Birkett &amp; Wood to determine seats location.</p>
2819	<p><b>TO REVIEW RECENT DAMAGE TO TWO BUS SHELTERS</b></p> <p>Two of the Council's bus shelters had been damaged recently. The one by the junction of Meadow Way and Tangmere Road was damaged at the beginning of December and the shelter by the Museum was hit by a vehicle mid-December. The Museum shelter will need to be replaced. The Council discussed the impact on its insurance if claims were to be made for both shelters and the possible relocation of the shelter by the Village Green to the Museum site.</p> <p>The Council RESOLVED that an insurance claim for each bus shelter should be submitted and, once a quote for the relocation of the Village Green shelter to the Museum site has been received, to discuss whether to pursue the claims at the next Finance Committee meeting.</p>	<p>Clerk to submit insurance claims.</p>
2920	<p><b>TO DISCUSS THE RECENT PRESS ARTICLE IN WHICH THE VIEWS OF THE PARISH COUNCIL WERE MISREPRESENTED</b></p> <p>An article had appeared in the local paper in which the personal views of Cllr Anscombe could have been interpreted as those of the Parish Council. The Council had redressed this misrepresentation with a rebuttal article in the next edition of the paper. The Chairman reminded councillors that individuals can have their own opinions as long as it is made clear that the opinion is the individual's and not that of the Council. When dealing with the press councillors should adhere to approved Council policies.</p>	

2921.	<p><b>CORRESPONDENCE:</b></p> <ul style="list-style-type: none"> <li>(a) WSCC Finance Newsletters - noted.</li> <li>(b) WSCC: Final report of the Joint Scrutiny task and Finish Group on Flooding – part of consultation on WSCC’s flood management policy. The meeting noted that public bodies have a duty but there is a limit of resources. Landowners are responsible for waterways on their property</li> <li>(c) Freedom of Information request – the Clerk is to respond.</li> <li>(d) Response from Local Government Ombudsman regarding Council’s Section 106 complaint. As the Ombudsman was unable to determine the Council’s complaint as it originated from a parish council the Council <b>RESOLVED</b> to obtain costings to pursue the complaint through legal means which will be discussed at by the Finance Committee. The decision to proceed will be made by full council.</li> <li>(e) Questions from Allotment Group. Members noted that the Chairman of the Allotment Committee who had put forward the questions had resigned. The Council responded directly to Allotment Committee Chair.</li> <li>(f) Letters from Duxford Close Residents regarding the Centre’s car park. This issue had been raised in the Public Session. It was noted that the resolution of antisocial behaviour is the function of the Police. Residents’ letters to the Council on the subject had been forwarded to the Neighbourhood Panel Management Panel of which the PCSOs and Community Wardens are members. The Council has a duty to provide adequate parking facilities for users of the Centre and recreation field. The Council discussed how it could be more pro-active in supporting the residents in finding a resolution to the antisocial behaviour. The Council <b>RESOLVED</b> to facilitate a meeting between the Police and Duxford residents to highlight the issue through the Neighbourhood Management Panel. Residents were encouraged to contact the Police Commissioner regarding the Police failing to affect a resolution to date and to report any incidences as they occur on 999.</li> </ul> <p>The remaining members of the public left the meeting.</p>	
2922.	<p><b>TO RECEIVE THE MINUTES OF THE FOLLOWING MEETINGS:</b></p> <p><b>ENVIRONMENT COMMITTEE: 26 NOVEMBER 2013</b></p> <p>The Council received the minutes of the Environment Committee meeting of 26 November 2013 and the following updates noted:</p> <p><b>Co-op:</b> had been contacted regarding the condition of the pathway. The frontage has been cleared and the trees inspected. The pathway issue will not be addressed.</p> <p><b>LGVs:</b> the Business Park companies have all been asked to advise their drivers of the correct directions. If any vehicle is seen causing damage residents are asked to note the registration and to report it.</p> <p><b>Litter picking:</b> a local resident has volunteered his services.</p>	

**Waste collection schedule:** it was noted the dates of collection were printed on the last Initiatives magazine meeting and are listed on CDC's website.

### **VILLAGE CENTRE COMMITTEE: 10 DECEMBER 2013**

The Council received the minutes of the Village Centre Committee meeting of 10 December 2013.

#### **Paragraph 765.2 Letting Fees 2014/2015:**

The Parish Council RESOLVED to accept the recommendations from the Village Centre Committee for Letting Fees 2014/2015 (a copy is appended to the Minutes). Cllr's Oakley's objection to the 5% increase was noted.

**Disbanding of Tangmere Cricket Club:** the Village Centre supported the proposal for the Middleton III eleven to use the facilities.

### **FINANCE COMMITTEE: 17 DECEMBER 2013**

The Council received the minutes of the Finance Committee meeting of 17 December 2013.

#### **Paragraph 765.2 PRECEPT 2014/2015:**

Members had been circulated the Precept Report with appendices and notes. The proposed draft budget would result in an increase in funding requirements of approximate £7,400. This proposed increase is to fund the production of the Neighbourhood Plan. It was noted that the CDC had approved the Council Tax Reduction Scheme for 2014/2015 and that the Parish Council has been awarded a grant of £7,383.65. If taken up by the Parish Council the grant would be deducted from the Parish Councils funding requirement for 2014/2015 and would result in the 2014/2015 precept remaining unchanged at £60,000. CDC had confirmed that parish councils which take up the grant can also increase its precept. The funding of any additional maintenance requirements for the Recreation Field in the next financial year will be decided by Finance from existing resources.

The Council RESOLVED the following

- To receive and note the Budget and Precept Report for 2014/2015.
- To approve the Parish Council's funding requirement of £67,383 for 2014/2015 as set out in the Appendices.
- To confirm the Precept for 2014/2015 in the sum of £60,000 in accordance with the provisions in Sections 39, 41 and 50 of the Local Government Finance Act 1992.
- To accept the discretionary grant of £7,383 being offered by the District Council to compensate for the loss arising from the difference between the old and new Council Tax Bases.
- To authorise the Responsible Financial Officer of the Parish Council to sign the precept demand on the District Council.

	<p>The Council RESOLVED to suspend the Standing Order on the duration of the meeting to address the remaining agenda items.</p> <p><b>Paragraph 950.1 Fund of Cricket Facility:</b> the Chairman expressed concern about Tangmere residents funding the cricket facility for non-local teams. The Council discussed how the cricket facility maintenance costs are to be funded. The Council RESOLVED that an article be placed in the Tangmere News seeking local interest in setting up another cricket team.</p> <p>The Council AGREED to the proposal that the Village Centre Committee would bear the cost of maintaining the cricket facility and that any short funding would be taken up by the Council, and to accept the transfer of Tangmere Cricket Club's equipment to its ownership.</p> <p><b>Recreation Field Fencing:</b> one of the two Councillors who had initially voiced concern regarding the quality of the installation of the fencing stated that he was happy that the work had been monitored on a regular basis and with the improvement in the work although they still feel that a small percentage of the posts are out of line. It was noted that the contractor had quoted on cementing the posts in but this had been changed with the approval of the two councillors overseeing the project.</p> <p>The Council RESOLVED that in future more than two councillors would oversee high profile projects.</p>	
2923	<p><b>ANY OTHER MATTERS FOR INFORMATION ONLY</b></p> <p>The meeting was informed that the Clerk will be relocating and will be tendering her resignation shortly.</p>	

Meeting finished at 10pm

**Date of next meeting: 13 March 2014**

**Chairman:**

**Date:**

**Community Wardens Report to Tangmere Parish Council January 2014**

Christmas and New Year passed relatively quietly.

As we all know the weather has been terrible and although some areas are worse than others we haven't been so badly off. It is a concern that the weather could get much colder and that will lead to a new set of problems, which we are sure will be dealt with when and if the need arises.

We have spent a lot of time making house visits to elderly and vulnerable residents as this time of year can prove difficult for a number of reasons, be it staying warm and well to feelings of loneliness.

Towards the end of last year there was a large household fly tip in the lay in Church Lane, Oving. Evidence was collected from the site and this is currently under investigation.

We are hoping to get a new project up and running in the near future and we will report our progress in the next Parish Council meeting.

Dawn White  
Gareth Jones



## WSSC & CDC Report to Tangmere Parish Council – January 2014

CDC's consultation on its pre submission (to the Planning Inspectorate) Local Plan is now closed and responses will now be analysed with a view to making a decision late Spring as to whether or not it's in a form suitable for inspection.

Go to [http://chichester-consult.limehouse.co.uk/portal/local\\_plan/pre-sub](http://chichester-consult.limehouse.co.uk/portal/local_plan/pre-sub) to view.

The second application for 50 houses off Church Lane (13/03804/out) is being mulled over, with Planning Policy, Heritage and Drainage Officer responses awaited. Possibly to come before CDC Planning Cttee in March. The single dwelling application in the grounds of Tangmere Cottage has been refused on the grounds of the effect on the listed buildings setting and overlooking.

Current thinking at CDC is for a rise in its element of Council Tax, unlikely to exceed the 2% referendum threshold. WSSC is likely to recommend no increase in its element. Both authorities are exploring and agreeing more joint procurement and service delivery projects with other organisations. WSSC is in process of setting up "Prop Co", effectively a property development and management entity to maximise revenue from its property portfolio. It is also proposing a £30M, two year investment in resurfacing parts of the unclassified road network in order to catch up on the backlog of repairs due to the accelerated deterioration of the network arising from recent years adverse weather.

The West Sussex wide plan for dealing with the transient Traveller issue is going through the formal approval processes of the affected Authorities, all of which need to agree before detailed planning work can commence on the Westhampnett depot site.

At CDC, the Eastern wing of the East Pallant House Office complex are being rented out for business use.

WSSC is also proposing £61M budget reductions for the next two FYs, £141M over 4. Due to uncertainty over medium term Local Govt funding arrangements, the scale and scope of the reductions for FYs 16/17 & 17/18 will have to be assessed at a later date. One of the consequences of the scale of impact on WSSC is the proposed disestablishment of the Chief Exec's post, adding the role of Chief Operating Officer to one of the existing senior managers ToRs and the temporary recruitment of a Transformation Officer.

Fortunately Tangmere has not been significantly affected by flooding so far this winter, though what happens later on if ground water levels rise again, from the current higher base, due further rain is yet to be seen. The Tangmere straight has not been as bad as in previous years, mainly due to the clearance of the ditch S of Copse Farm. However the blocked culvert and ditch to the West of the Museum bend is resulting on flows along and across the road and both Landowner and WSSC have been made aware, especially as water on the carriageway will increase braking distances for Eastbound traffic toward a bend with a history of accidents.