

TANGMERE PARISH COUNCIL



MINUTES OF THE MEETING OF THE COUNCIL HELD AT 7.30PM ON 12 JULY 2022 AT THE VILLAGE CENTRE, MALCOLM ROAD, TANGMERE PO20 2HS

Present:

Councillors Andrew Irwin (Chairman), Roger Birkett, Kate Beach, Regan Du Closel, Simon Oakley James Stanbridge and Trevor Ware

In attendance:

Louise Steele – Clerk
One member of the public

The meeting was preceded by thanks to the Clerk on this her last meeting.

No.		ACTION
105	AGENDA ITEM 1 – APOLOGIES FOR ABSENCE Apologies for absence were received from Councillor David Blythe.	
106	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 (WSCC). 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 16 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. Cllr Ware declared a non pecuniary interest, in general terms, as a member of the Tangmere Youth Club Management Committee.	
107	AGENDA ITEM 3 – PUBLIC PARTICIPATION The member of the public present declined to participate.	
108	AGENDA ITEM 4 – MINUTES The minutes of the meeting of Council held on 12 July 2022 and the extraordinary meeting held on 16 August 2022 were both approved as an accurate record and the meeting agreed that they should be signed as such by the Chairman.	
109	AGENDA ITEM 5 – CO-OPTION OF COUNCILLOR Council noted that there were two vacancies available to be filled by co-option.	

	<p>Members considered the application for co-option received from Nathan Parkinson and unanimously agreed to co-opt Mr Parkinson as a new Parish Councillor.</p> <p>Mr Parkinson made his Declaration of Acceptance of Office.</p> <p>Cllr Parkinson was asked to take the lead on Neighbourhood Watch and to bring a proposal back to the next meeting of the Council. Cllr Parkinson was also appointed to the Environment Committee.</p>	
110	<p>AGENDA ITEM 6 – AGENCY REPORTS</p> <p>Members received an oral report from Cllr Simon Oakley in his role as County Councillor and that as District Councillor.</p>	
111	<p>AGENDA ITEM 7 – CORRESPONDENCE</p> <p>There was no correspondence to be received.</p>	
112	<p>AGENDA ITEM 8 - MINUTES & REPORTS FROM COMMITTEES</p> <p>Council received the draft minutes and oral reports from Committee Chairman for the meetings indicated:</p> <p>Environment Committee 2 August 2022</p> <p>Village Centre Committee 9 August 2022</p> <p>Finance Committee 6 September 2022.</p>	
113	<p>AGENDA ITEM 9 – UPDATE FROM TANGMERE ACTION GROUP (TAG) RE THE VILLAGE FETE</p> <p>On behalf of the Tangmere Action group Cllr Irwin thanked everyone who helped with the Village Fete; there was discussion of the scale and organisation of the event and other councillors were invited to join TAG to help with subsequent events.</p>	
114	<p>AGENDA ITEM 10 – COMMUNITY WARDENS</p> <p>Cllr Kate Beach reported on a recent meeting of the Community Warden Steering Group. Cllr Beach recapped on the proposals put forward by CDC (and considered by Finance Committee on 6 September). The meeting reluctantly concluded that it would have to accept the changed provision of the Community Warden scheme.</p> <p>The Clerk reported that the Community Warden had been unable to attend the meeting but had visited her in the office that afternoon. The Clerk gave the meeting an oral update on the recent work of the Community Warden.</p>	
115	<p>AGENDA ITEM 11 – ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) – SECTION 3 EXTERNAL AUDITOR REPORT AND CERTIFICATE 2021/22</p> <p>Council received the External Auditor Report and Certificate 2021/22 and having considered the matter decided that there was no consequential action to be taken. The Clerk was congratulated on this position.</p> <p>Council noted that a Notice of Conclusion of Audit (which must be</p>	

	displayed by 30 September) together with the full AGAR including the External Auditor's Report and Certificate had been displayed on the Parish Council's website since 25 August and would remain there until at least 14 October 2022.	
116	AGENDA ITEM 12 – OPTION TO OPT OUT OF THE SAAA CENTRAL EXTERNAL AUDITOR APPOINTMENT Council resolved not to opt out of the SAAA Central External Auditor Appointment.	
117	AGENDA ITEM 13 – INFRASTRUCTURE BUSINESS PLAN FOR 2023-28 – ANNUAL AUTUMN CONSULTATION This matter was deferred to a special meeting of the Finance Committee to be held at 4pm on Monday 10 October 2022.	
118	AGENDA ITEM 14 – TANGMERE NEWS Council agreed that there was still a need for the Tangmere News but that no one person was likely to devote so much time and energy to the publication as Johanna Irwin had for the last decade. Cllr du Closel indicated that she was willing to work on it alongside others and it was agreed that Cllr Ware would put an item on the village Facebook page seeking volunteers.	
119	AGENDA ITEM 15 – STREET NAMING Upon the proposal of Cllr Stanbridge, seconded by Cllr Oakley the meeting resolved by a vote (decided by the casting vote of the Chairman) to respond to Chichester District Council that the new street name should be Pear Tree Knap. Whilst the meeting agreed that it was nice to re-use a historic name for the area some regret was expressed at not taking the opportunity to name the street to commemorate Her late Majesty Queen Elizabeth II.	
120	AGENDA ITEM 16 – PLANNING Council considered the following planning applications and commented on them as shown: <u>22/01897/DOM</u> Proposed conversion of existing outbuilding to ancillary accommodation (annex) to main dwelling. 2 Church Farm House Church Lane Tangmere PO20 2HA Tangmere Parish Council has no objection to this application <u>22/01898/LBC</u> Proposed conversion of existing outbuilding to ancillary accommodation (annex) to main dwelling. 2 Church Farm House Church Lane Tangmere PO20 2HA Tangmere Parish Council has no objection to this application <u>22/01711/FUL</u> Change of use of existing restaurant to create 3 no. residential units and erection of 4 no. additional dwellings Cassons Restaurant Arundel Road Tangmere West Sussex PO18 0DU Tangmere Parish Council has, in principle, no objection	

	<p>to this application but remains concerned about access to and from the highway but will defer to the Highways Authority on this point.</p> <p><u>22/02000/DOM</u> Retrospective 1 no. window and an addition of 1 no. window to north elevation, 1 no. velux roof light to east roof slope. 28 Saxon Meadow Tangmere West Sussex PO20 2GA Tangmere Parish Council has no objection to this application</p> <p><u>22/02251/TPA</u> Reduce all trees' heights by up to 3m, reduce north, west and east sectors by 2m on Lime tree (T1), reduce west sector by 2m and south sector by 0.5m on Lime tree (T2), reduce north sector by 4m and south sector by 1m on Lime tree (T3), reduce north and east sectors by 2-3m on Lime tree (T4), reduce west and east sectors by 2m on Lime tree (T5), reduce north sector by 2m on Lime tree (T6), reduce north and south sectors by 2m and east sector by 1m on Lime tree (T7), reduce north and west sector by 2m on Lime tree (T8), reduce east and south sector by 2m and west sector by 1m on Lime tree (T9), reduce north, west and east sectors by 2m on Lime tree (T10) and reduce west, east and south sectors by 2m and north sector by 1m on Lime tree (T11) and crown thin by up to 15% on 11 no. Lime trees (quoted as T1-T11) within Group, G1 subject to TG/08/00192/TPO. Land North of Garland Square Tangmere West Sussex PO20 2JF Tangmere Parish Council has no objection to this application</p>	
121	<p>AGENDA ITEM 17 – ANY OTHER MATTERS FOR INFORMATION ONLY</p> <p>The Clerk reported that as she was leaving she had submitted changes to the bank mandate, removing her from the mandate completely, making the parish administrator Tina White the key contact for the bank and giving Cllr Irwin the ability to set up payments (to prevent there being only one individual who can set up payments). Cllr Irwin and three other signatories to the account were invited, and agreed, to sign the submission form.</p>	

The next meeting of Council is scheduled to be held on Thursday 10 November 2022

Chairman:

Date:
