

EASEBOURNE PARISH COUNCIL

Minutes of the meeting held on Wednesday 13th January 2015 at 7.30pm in the Refectory, Easebourne

Present-Cllrs: T. Baker [TB] J. Galego [JG] H. Grantham [HG] A. Guyatt [AG] S. Lloyd [SL] J. Macdonald-Lawson (Chair) [JML] C. Moller [CM] M. Noble [MN] D. Pack [DP]

In attendance: (Locum Clerk) K. Bain [KB] District Cllr F. Hobbs [FH] County Cllr M. Brown [MB] 4 members of the public (including – V. Fallows [VF] co-opted under item 80.

Jonathan Russell of Cowdray attended and noted the following:

-That Cowdray had 2 current planning applications, he invited Council to make a site visit to look at the proposed venue for the change of use application.

-He thanked the Chair for the comments reported in the local paper regarding flooding issues and noted that Cowdray would be happy to help further.

-SDNPA has asked Cowdray for a 'whole estate plan'; he noted that when a final draft is done, he would like to talk to the Council about it. All agreed this would be welcome.

The vicar welcomed the Council back to the refectory and asked for any ideas for using the space more effectively. He will confirm in writing to Council regarding terms for regular use.

15/16

78. Apologies for Absence: I. Heustice [IH]

79. Code of conduct – Declarations of interests in any matters on agenda or new items: As per item 93.

80. Co-option of new Councillor: It was proposed by AG, seconded by MN and agreed by all Councillors present that VF should be co-opted onto the Parish Council: She signed the acceptance of office and code of conduct form and took her seat as a councillor.

81. To confirm the Minutes of the meetings held on 11th November 2015: Approved: Proposed by TB, seconded by MN. Minutes were signed by JML

82. Matters arising from the minutes not in the agenda:

Recruitment of new Clerk- it was agreed that adverts would be placed as soon as possible in United, on noticeboards and the SSALC website. Agreed that JML, IH and SL would consider applications and manage the recruitment process. KB will leave the post **by** 31.03.16.

Mirror: - Agreed that Mr Letley would be informed that the Parish Council had looked into the matter and was unable to help in this instance. **ACTION: KB**

83. Report from District Councillor - FH

~He noted that he would provide further assistance with dog bins if required.

~Local shop - Noted that he is in regular contact touch with the local shop owner.

~ He noted that further to various communications he would support changes to the traffic light timings in North Street; at present there is no flashing yellow and the timings are incorrect. Easebourne is particularly affected by the lights as traffic is frequently backing up to Gilhams garage. This has been raised with the County Councillor and Midhurst Town Council.

~ Noted that the proposed A27 routes were published in the Chichester Observer.

84. Report from County Councillor MB

He noted that he would support changes to the traffic light timings.

- 85. Highways Panel update- MN

- Minutes of the panel meeting had been circulated.
- He noted that a largescale map is being sourced so that all the desired traffic schemes (and other projects) can be clearly marked.
- He was hopeful that some of the signs would be much cheaper than the £15000 quoted.
- KB has requested an Easebourne login for ‘parish online’ as this would be a useful tool for a map.
- Speedwatch – this has been going well, but the borrowed speed camera has temporarily been given back as it is shared with Cocking; there are currently 10 volunteers on the list.
- More temporary speed signs have been requested.
- JML thanked Mike on behalf of the Council for all his hard work.
- TB a suggested that the encroached cobbled area just past Gilhams should be formalised as it might improve the traffic flow, particularly for large vehicles. This will be put to Highways and added to the Council wish list.

86. Clerks’ Report - pension scheme; the Clerk noted that the Government pension scheme was coming into force in April 2016; it needed to be minuted that KB did not want to opt in, so she would inform the relevant office that Easebourne was currently opting out of the scheme.

87. Finance: a) To note the accounts & bank balances to 09/12/15: KB confirmed that the balance as per the cashbook was: £28205.18 as at 31.12.15

b) Approval of payments & receipts

Payment made

TO	DETAIL	£	CHQ NO
Grasstex	Cutting inv: 1682	552	367

Payments due

TO	DETAIL	£
HMRC	TAX FEB & MAR 16	116.20 + 116.20

All payments approved: Proposed by HG, seconded by JML.

KB noted that the 2016-2017 precept had been sent to CDC, and recommended that Council now clarified the projects for the Parish next year so there was a clear list to show parishioners the reasoning behind the precept increase. It was agreed that this was nearly in place and would be showcased at the Annual meeting.

88. Reports from the Panels:

a) Burial ground: JML thanked all those who came to the work day which been very productive; one shed was cleared and demolished and the overgrown areas weeded and cut back. Darren Rolfe (WSCC Volunteer co-coordinator) was present and has said that the South Downs warden will provide saplings to fill any gaps in the cleared areas; in the meantime some fencing should be erected along the footpath. Quotes will be obtained for this and replacing the gate. The wall behind the old shed between the burial ground and the car park is in a dangerous state and has been taped off. Cowdray has been contacted but will not carry out any work until the yew tree has been cut back. DP will approach the PCC to ask for work to be done on the tree. **ACTION: DP**

b) Finance/Grants; No report.

c) Volunteering: JML noted that Darren Rolfe had suggested that Council should gather email addresses of possible volunteers which he could administrate. KB noted that the Council could also collect a list of parishioner email addresses to communicate Parish Council news. The Clerk as data manager would administrate the list and send out communications on behalf of the Council. Noted that email addresses should be given voluntarily and the list only used for Parish Council bulletins; any emails must be sent Bcc to ensure information is not improperly circulated. Agreed that this was a good idea - Councillors will canvass locally to get emails and it will also be advertised in United and the school newsletter. Parishioners will also be asked if they wish to join both the ‘volunteer database’ and/or the Council news bulletin list. **ACTION: All CLLRS**

MN noted that a list would be a good vehicle to send information regarding traffic schemes; he also noted that the website needed to be more interesting and informative and suggested that a ‘communications officer’ could be a

c) good idea; it was agreed that VF would take on this role and look at ideas for effectively communicating with parishioners. She will also start drafting a newsletter. **ACTION: VF**

c) Volunteering contd.

-Spring Clean Day: Agreed this would be held on the weekend of March 4th-6th as part of the 'Clean for the Queen' event. Darren Rolfe will be asked if he can attend. KB will reserve 20 sets of equipment for collection from CDC

ACTION: DP/KB

d) Wheelbarrow Castle Field: JML reported that the *joint committee*, which is in charge of the shared areas, had met the previous day to discuss future plans in general. . It was attended by: JML, CM, HG, the school head, the school bursar, Elaine Pimm and George Marshall. She noted that in addition to the joint committee, the *Wheelbarrow field Panel* needed to be reconvened and meet at least quarterly. She proposed that members should be: JML, HG, MN, TB, SL, JML. This was agreed by all present. The Panel will meet shortly to consider co-opting non-councillors and discuss priorities.

e) Footpaths –JG reported that he has not heard from the WSCC footpath officer recently. Noted that some of the stile repairs have been carried out. JG has requested a map from WSCC.

- Dog bins: Agreed that dog bins should be installed if possible, but noted that the costs were relatively high. HG will look into the costs and parishioners will be asked for their views at the Annual meeting.

ACTION: HG.

Grounds maintenance: All Councillors present agreed that All Groundworks should be asked to take on cutting of the Council maintained areas.

ACTION: KB

89. Annual Parish Meeting: Agreed that this will be at 7pm on Wednesday 13th April in the Refectory.

The Highways panel will do a short presentation and large scale map will be on display to show Parishioners the Council's plans for precept expenditure. The Burial Ground volunteering and recent achievements (defibrillator/Wheelbarrow etc...) will also be highlighted.

90. King Edward VII update: None.

91. Playground Rota: Noted that the check forms should be kept on file. KB will circulate the forms and a rota.

ACTION: KB

92. Correspondence & invitations received since last meeting

Correspondence

FROM	DETAIL	ACTION
Parishioner	North Mill bridge	Reported to Highways
J Galego	Manhole cover	Reported to Highways
CDC	Confirmation that 16-17 precept request received	Noted
CDC	Site Allocations preferred approach	Comment by 18.02.16 website www.chichester.gov.uk/siteallocation
PROTEC	Report of drive by inspections	Noted

Invitations

FROM	DETAIL	DATE/VENUE/TIME	Attendee(s)
CDC	NWCF	20/01/16/Lodsworth VH/7PM	TBC
Piers Taylor	Midhurst area neighbourhood police meeting	26/01/16/ Midhurst 6.30pm	JML

93. Planning: - To consider planning applications & decisions received

Applications

APP NO	PROPERTY	DETAIL	COMMENT
SDNP/15/06224/FUL /SDNP/15/06225/LIS	Cowdray House, Cowdray Park	Change of Use from C3 (Residential) to D2 (Assembly and Leisure) including minor internal alterations.	Comments as below:

Agreed that as the Cowdray change of use application could have large impact on Easebourne; the planning committee would accept the invitation from Jonathan Russell and make a site visit. KB will draft a comment regarding the traffic, noise and highlighting the need for local suppliers to be used. **ACTION: PLANNING CTTEEE/KB**

93. Planning contd.

Planning decisions received:

APP NO	PROPERTY	DETAIL	PC COMMENT/SDNP DECISION
SDNP/15/04046/FUL	Rooks Yard, Dodsley Lane,	Retrospective change of use from a joiners workshop B1 to an outside catering food preparation business B2.	N/O - APPROVED
SDNP/15/04947/CND	Land adjacent to Ilex House , Upperfield	Variation of Condition 1 of planning permission SDNP/14/03062/REM - Minor amendments.	No objection/Approved
SDNP/15/04965/HOUS	Alresford , Vanzell Road,	Single storey rear extension	No Objection/Approved
SDNP/15/05574/HOUS	5 Cowdray Road	Proposed replacement of existing single storey extension with a two storey extension at rear plus new enclosed front porch	No Objection/Approved
SDNP/15/02213/FUL	King Edward VII Hospital, Kings Drive	Change of use of land previously consented for 79 assisted care living units (C2) and a redesign of 1 private residential dwelling (C3) under 11/03635/FUL to 54 residential units (C3) including underground and surface parking, access roads and drives, landscaping and associated infrastructure.	No objection/Approved

-Members of Planning Panel: To be discussed at next meeting.

94. Chair's report: JML noted that Hollist Lane has been flooded again and residents' have raised concerns that the drainage water from Upperfield is exacerbating the problem. She declared a prejudicial interest as she is a resident of Hollist Lane.

95. Parish Matters: All Councillors present agreed that all future meetings of the Parish Council would be held in the Refectory.

**NEXT Easebourne Parish Council Meeting:
Wednesday 09 March 2016 at 7.30pm in the Refectory**

Signed..... Date.....