

EASEBOURNE PARISH COUNCIL

Minutes of the Meeting held on Wednesday 8th July 2015 from 7:30pm to 9:10pm.

Present: Mrs J Macdonald-Lawson (Chairwoman), Mr I Heustice (Vice-Chairman), Mr T Baker, Mr J Galego, Mr D Pack, Dr A Guyatt, Mr M Noble, Mrs J Philips and the Clerk. Mr F Hobbs (Chichester District Council) was also present.

The first ten minutes were available for the public to express a view or ask questions about any item on the Agenda.

Mr Pat Perry addressed the meeting and expressed concern about the following:

- speed of traffic in Easebourne.
- The 30 miles per hour areas did not have signs and there were no roundels in the roads.
- He Tailgating was also an issue

Mr Perry recognised that the Parish Council ad now set up a Highways and Flooding Panel to discuss road traffic issues and offered his assistance, should it be required.

The Chairman thanked Mr Perry for attending the meeting and for his offer of assistance. She advised that speeding was a very important issue to tackle. She had reorganised the Council's Panels when she was elected Chairwoman in May and set up the Highways and Flooding Panel to try and deal with the issues of speeding and road safety. The Panel had already met and the Chairwoman felt that this Panel would be the most active of them all. The Chairwoman advised that Mr Noble was leading the Panel and he would be reporting on the Panel's activity later in the meeting.

14/15

20. Apologies for Absence:

The Council was advised that Michael Rowland, the new Emergency Planning Officer, Health Protection, Chichester District Council, had intended to be at the meeting this evening to introduce himself. He will be at the Council's meeting on 9th September 2015

Apologies from Parish Councillor: Mrs Holly Grantham.

The Chairman advised that the Clerk had tendered her resignation and that this would be her last Council meeting,

with 6th August being her last day of employment. A locum Clerk would assist the Council until a permanent Clerk could be recruited.

21. Declarations of Interest: None

22. The Minutes of the meeting held on 20th May 2015:- Acceptance as a true record was **proposed by Ian Heustice, seconded by Mr T Baker. All in Favour.**

23. Report from County Councillor: Mr M Brown was not present at the meeting.

24. WSCC Highways: Councillor M Brown was not present at the meeting.

25. Report from District Councillor: Councillor Hobbs reported that he had discussed the issue of speeding in Easebourne with County Councillor Michael Brown who had been very impressed with the number of signatures on the petition organized by Easebourne Primary School. Almost 3,000 people had signed the petition, which was more than the electorate for the village. Councillor Hobbs advised that Councillor Brown would support the provision of lights along Wheelbarrow Castle. Councillor Hobbs advised that at the last North Local County Committee meeting he had attended, he had discussed the matter with Joel Sykes who was a Highways Officer at WSCC. He said that he would contact Councillor Hobbs to discuss the issues further but he had not. Joel had indicated that there were a number of anomalies regarding road safety and speeding signs in the Easebourne area, e.g. along Hollist Lane.

Councillor Hobbs was also concerned about the A286 which had speed limits which reduced from 60mph to 30mph in a very short stretch of the road. It was difficult to know how to slow drivers down but he would discuss this with Joel Sykes and ask him to visit the area and walk around the village to see the problems first hand.

With regard to village gates, Councillor Hobbs supported the idea of creating a village feeling. He had spoken to Cowdray estate and they were sympathetic. Councillor Hobbs offered his assistance to the Parish Council, should this be required.

With regard to dog bins, Councillor Hobbs advised that it would cost between £600 and £700 to purchase, install and maintain a dog bin. He had investigated the matter and found out that whoever

owns the footpath where dogs are walked has an obligation to provide a bin. The Chairwoman pointed out that the path runs all the way to Wheelbarrow castle Field which would become the responsibility of the Parish Council, once the lease was signed.

Mr Heustice advised that at the last KEVII Liaison meeting, he had spoken to the National Trust who had advised him that the cost for a dog bin would be in the region of £20 per Month. . It was unclear whether this was specific to the National Trust and **Mr Heustice undertook to raise the matter again at the next Liaison Group meeting.**

Councillor Hobbs asked about the Rotherfield planning application. The Chairwoman advised that the Parish Council's Planning Panel had met with Mr Chiverton and Mr Wigley and had discussed the matter at length. The Panel had looked at correspondence between the Sports Association and CDC relating to usage of the pavilion and lighting. While the Parish Council was still concerned about the access to and from the site, usage and noise, it had amended its objection and re-submitted it to CDC.

Councillor Hobbs advised that the Local Plan had not been published yet but it had been signed off and should be available very soon. Once it was in the public domain, Councillor Hobbs suggested that he Parish Council set up a Sub-Committee to analyse its impact on the village.

26. **Report from Highways and Flooding Panel** – Mr M Noble advised that the minutes from the Panel meeting had been circulated to the Council. He had been to Chichester to organize the on-line training required to set up the Community Speedwatch system. Mr Noble urged fellow Councillors to go on-line and undertake the necessary training to enable them to assist with the project. Volunteers were required to undertake a test, which when passed, enabled them to use the Genesis speed guns via a booking system. The idea was that two people at the same time would monitor and register drivers who were speeding in the village and this information would be reported to the DVLA. They would then send the offender a letter advising of their behavior. Repeat offenders would be sent a follow-up letter.

The Chairman advised that she had spoken to Jonathan Russell at Cowdray Estate about village gates and he had advised that obtaining a license from the Estate should not be a problem. Mr Baker advised that Wests had offered to sponsor the village gates, subject to their name being engraved on the gates advertising their sponsorship. **Mr Baker proposed and Mr Noble seconded that, subject to the advertising of Wests being discreet, their offer of sponsorship be accepted – All in Favour.**

The Chairwoman advised that the Easebourne Primary School safety zone was scheduled for implementation in 2016/17 financial year. She had also been in discussion with George Marchant, a former Governor at the school who liaises with WSCC and he had advised of a meeting of the Chichester County Local Committee in Duncton Village Hall on 29 September 2015. She requested a member of the Highways Panel to attend that meeting which started at 7:30pm. **Mr Heustice undertook to attend the meeting.**

27. **Finance**

- a) The following payments (cheque numbers 319-328) were noted.
- | | £ | |
|-----|--|----------|
| 319 | Viscount Cowdray, Cowdray Estate, Hall Hire | 40.00 |
| 320 | Ascot Buildings Limited, 2 nd stage bus shelter payment | 2,376.00 |
| 321 | R S Hall & Company, Internal Audit | 420.00 |
| 322 | SSALC Subscription | 17.00 |
| 323 | S Coulter, Clerk's Salary & Expenses for 01.04.15 to 30.04.15 | 488.07 |
| 324 | Richard Follett, Website deposit | 600.00 |
| 325 | WSCC, Street Lighting | 1,433.64 |
| 326 | J Britten Limited, Bus shelter base materials | 132.00 |
| 327 | Ascot Buildings Limited, Final payment for bus shelter | 1,050.00 |
| 328 | S Coulter, Clerk's Salary & Expenses for 01.05.15 to 31.05.15 | 540.12 |
- b) It was noted that Mrs H Grantham was not present to undertake the internal check of accounts for May and June 2015. The Chairwoman requested that for consistency, the Clerk contact Mrs Grantham to carry out the internal check, following the meeting.
- The Chairwoman advised that there would be a procedural delay in making any payments to creditors as the Council currently only had one bank signatory. The signatory change mandate forms were with the bank for approval for two more signatories on the account and it was hoped that the situation would be rectified as soon as possible.

28. Reports from the Panels

- a) **Burial ground** – It was noted that the Council had visited the burial ground immediately before this evening's Council meeting. It was agreed that if Grasstex continued to cut the grass and maintain the burial ground in the way that they have been doing then they should be asked to collect the grass cuttings to ensure that the burial ground is neat and tidy. Collection of grass cuttings was not currently in Grasstex's contract. **It was agreed that the Clerk should write to Grasstex and request that this be done, together with maintenance of the top left hand corner of the burial ground.** Dr Guyatt advised that there were some overhanging trees in the burial ground and these needed to be trimmed back. **The Chairwoman undertook to speak to a tree specialist to find out when the best time was to cut back the trees.**
- b) **Finance/Grants** – The council was advised that an application for a grant had been received from MADhurst for tier August festival. The Council had awarded MADhurst £250.00 last year and it seemed appropriate to award the same amount this year. **Mr Heustice proposed and Dr Guyatt seconded** that MADhurst be awarded a grant of £250.00. **All in Favour.**
- c) **Volunteering** – Nothing to report. The Chairman advised that the Council now had a Facebook page and this could be used to encourage more volunteers to help the Parish Council with projects. The school newsletter, United Magazine the Council's website and notice boards could also be used to advertise for volunteers.
- d) **Wheelbarrow Castle Field** – Mrs Grantham had sent an e-mail to update the Council on the situation. The Department for Education was still considering the lease and the Council was still waiting for their decision.
- e) **Footpaths** – Mr Galego advised that they were quite overgrown at the moment but that nothing else was wrong. There were three main areas of footpaths to consider and Mr Galego, Mr Macdonald-Lawson and Mr Clive Norris would be wardens for these, with Mr Galego acting as the link for the parish area.

29. Councillor Vacancy

The Council was advised that there were currently two vacancies and provided there was a quorum (i.e. one third of the whole numbers of Members with a minimum of three) present, the Council could consider the co-option of members to fill the vacancies. The Council was therefore requested to consider whether it wished to fill the vacancies by co-option. It was agreed that the vacancies be advertised on the Parish Notice Boards, United magazine, Facebook, the Council's website and in a press release. **All in Favour.**

30. Broadband Coverage – Mr Heustice advised that he had attended the North Chichester Local Committee where he had been told that by the end of 2016, BT would ensure that up to 90% of residents would have superfast broadband. The KEVII hospital site had a fibre optic connection but a few metres along the road, residents could not get a new cabinet to obtain a supply for broadband.

31. New Homes Bonus – Mr Heustice advised that a grant for £2,700 was available to the Parish Council. An application needed to be made by the end of July. Mr Heustice had three quotes for fencing for Wheelbarrow Castle Field and he would be completing the application very soon.

32. King Edward VII: Mr Heustice reported that he had attended a meeting of the Liaison group on 30th June 2015. The first home was now occupied and a welcome pack had been put together for the residents. Millgate homes would complete their site by mid-September and Cala Homes advised that they had deposits on 5 houses, with interest shown in some others. City and Country were working on the north east wing of the hospital, with the internal works being finished in the next two months. 7 apartments were now finished and sold with handover at the end of July. It was hoped that 2 flats would be occupied by the beginning of August. Mr Heustice undertook to discuss City and County's contribution to the cost of the welcome packs.

33. Playground Rota – Mr Pack advised what the duties entailed. He advised that the catch on the gate was broken and that fence was in need of repair. The grass was also in need of strimming. **The Clerk undertook to organise the repairs and strimming.**

34. Website – The Clerk advised that the website was being worked on but was close to completion. She requested that the new Councillors have their photographs taken for uploading to the website. She also showed an example of the website to all Councillors present. The Clerk advised that as she was standing down, the website designer needed someone to liaise with and the Council would need someone to support the website, uploading information, adding agendas, minutes etc and she asked if anyone could assist. **Mr Galego undertook to ask his son if he would be interested in supporting the Council's website.**

35. Correspondence and notices received since the last meeting – The Clerk advised that here was a letter from the Boundary Commission regarding the boundary changes to west Sussex. United Magazines and street furniture brochures had also been received.

Items for noting:

36. Planning:	EPC	CDC / SDNPA
The following planning decision was noted:		
15/01602/HOUS - 8 Montague Road, Easebourne	No Obj	Approved

The next Council Meeting will be held on Wednesday 9th September 2015 at 7.30pm.

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