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| **SIDLESHAM PARISH COUNCIL**  **Minutes of Parish Council Meeting**  **Held on Wednesday 9th October 2024 @ 7.20 pm**  **The Parish Rooms, Church Farm Lane** | | | | |
| **Present:** Cllr M Mellodey (Chairman), Cllrs A Harland, D Guest, C Hall, M Monnington, T Parsons, T Tull, N Wade, Cllr P Montyn (WSCC), Ms D Kimpton (CDC), Mr N Robson (Treasurer to SCA) & Mr R Ryder (Chairman to SCA), the Clerk and three members of the Public. | | | | |
| **1.** | **Welcome & Apologies for Absence** – Cllrs L Ramm & D Johnson & V Weller (CDC).  The Chairman informed the Parish Council that he had received a request from Cllr L Ramm to step down due to an overload of commitments. After discussion it was agreed for the Chairman to speak to him to see if he would consider staying with dispensations as to attendance and responsibilities. | | | | |
| **2.** | **Declaration by Councillors of Personal Interests of Items on this Agenda** - None | | | | |
| **3.** | **Questions from the Public.** (Exempt Subjects on the Agenda) - None | | | | |
| **4.** | **Minutes of the last Council Meeting.** | | | | |
| **4.1** | Cllr N Wade proposed, and Cllr A Harland seconded, that the Minutes of the meeting held on the 11th September be approved and signed. All agreed. | | | | |
| **5.** | **Matters arising from the above minutes not dealt with in separate items below** - None | | | | |
| **6.** | **WSCC Councillor Update:** (Cllr P Montyn) | | | | |
| **6.1** | **TRO** – Cllr Montyn confirmed he had heard nothing further. | | | | |
| **6.2** | **Lockgate Road/Selsey Road Pavement** – Cllr Montyn confirmed a Mr R Tibbet would be visiting the area tomorrow to access the position. | | | | |
| **6.3** | Cllr Montyn reminded the Parish Council about the forthcoming Winter Preparedness Meeting next week, which the Clerk is attending. | | | | |
| **6.4** | Cllr Montyn informed the Parish Council that although not pertinent to Sidlesham, he thought we would be interested to know that street parking in Chichester and elsewhere in the County was to remain the same and with no increase in charges. | | | | |
| **6.5** | Cllr Montyn informed the Parish Council that the Fire Services had had their third inspection with the outcome of good to adequate which shows improvement from three years ago. | | | | |
| **6.6** | Cllr Parsons informed us that she had researched into a new grant for improvements to footpaths, pavements etc, but before applying she asked Cllr Montyn if he knew who she could contact to seek advice on costings. Cllr Montyn suggested starting the application and the information where to look can be found in the application. This engendered further discussion as to the viability of pavements within the Parish on the minor roads. Cllr Montyn asked her to copy him in when any application is made. | | | | |
| **6.7** | Cllr Hall asked when the footpath opposite Church Farm Lane would be repaired. Cllr Montyn confirmed he will chase the matter. | | | | |
| **6.9** | The Chairman asked if there was any update regarding Southern Water and Cllr Montyn informed us that he is trying to arrange a meeting for November and will report back. | | | | |
| **6.10** | Cllr Monnington asked if it was legal for owners to place concrete bollards on grass verges outside their property and explained the problems caused by them. Cllr Montyn stated they were not legal and if she would like to pass on the details, he will investigate it. | | | | |
| **7.** | **CDC Councillor Update:** Nothing to report. | | | | |
| **7.1** | **Local Plan** – Cllr Wade reported that this had gone out to public examination and that although it may be approved, it is likely to require changes due to the NPPF document. | | | | |
| **8.** | **Discussion & Update on G & T matters in Sidlesham and wider CDC District**  The Chairman introduced Ms D Kimpton from CDC as the new Gypsy Traveller Liaison Officer. Ms Kimpton thanked us for our invitation to attend this meeting and stated that this was a new role as from July this year. She stated it was a job role in progress and she is responsible for the whole of the district. Her role is to get to know the parishes, the issues from both sides and to hopefully earn the trust of gypsy, traveller and showmen to bring them all together with the local parishioners to try to resolve any issues that have arisen. She emphasised that she has nothing to do with planning or enforcement and other agencies but has links and contact with them to direct anyone to them or pass on pertinent information. She requested that each parish offer a contact person rather than everyone emailing her as she is a team of one. The Chairman confirmed the contact for Sidlesham will be the Clerk. Cllr Montyn then left the meeting.  Discussion then ensued with several issues being raised, particularly regarding Melita Nurseries, who Ms Kimpton is fully aware of and is in fact meeting with the parishioners in attendance next week. The Parishioners informed the Parish Council as to the major problems they have been encountering as neighbours and who they have reported all the issues to. They were asked to let the Clerk have a summary of this information and to keep them informed. The Chairman also requested MS Kimpton also kept them abreast of proceedings.  Various concerns were raised as to retrospective planning applications, harassment/threatening behaviour towards parishioners to sell their land and the number of gypsies and travellers in the parish. Ms Kimpton reinforced that she is unable to comment on anything to do with planning or police matters, but having the knowledge of the concerns of the parishioners gives her a wider understanding of the problems parishes are facing. Her role entails her to seek trust and contact with the gypsy and travelling communities to hear their concerns etc and then be able to have a round table effect for all to attend to discuss the issues and hopefully come to a resolution. Ms Kimpton also emphasised the need for factual information and not just hearsay. Cllr Wade stated that people need to be encouraged to report any breaches of the law to Crime Stoppers or our local PSCO.  After further discussion and questions, the Chairman thanked Ms Kimpton for attending and explaining her role and looked forward to working with her in the future. Ms Kimpton then left the meeting together with the three parishioners. | | | | |
| **9.** | **Sidlesham Memorial Recreation Ground.** | | | | |
| **9.1** | **Business Update (P & L + Forecast)** - Mr Robson confirmed they had received a clean audit but a warning that profits over £20,000 have more stringent regulations for charities and this was something to bear in mind for the future. Mr Robson then gave a resume of the management accounts, and no questions were raised. Mr Robson informed the Parish Council that bookings were good. Mr Robson also mentioned they had still not received their License Certificate issued over a year ago. The Chairman stated we will chase this up with Cllr Johnson (CDC). | | | | |
| **9.2** | **Strategy Program** – Mr Ryder confirmed that a second meeting had now been held whereby they had looked at the ways in which to implement their aspirations which were circulated a few weeks ago. This is being drawn up and a copy will be sent to the Parish Council when ready. Mr Ryder also said that the balance between the football activities and community activities has increased due to their improved finances to assist in supporting the community.  Cllr Parsons asked whether relations between Infinity and SCA had improved, and Mr Ryder confirmed they had although it had been agreed to have a monthly meeting and he is chasing Infinity for the next date.  Cllr Guest spoke about funding/grants, particularly with reference to the information circulated from The F Glenister Woodger Trust. After discussion it was agreed that applying for this grant and others should be attempted as circumstances have changed from a few years ago. A reminder was given that the SCA will be holding their AGM next Wednesday 16th October at 7pm. | | | | |
| **10.** | **Sidlesham Memorial Recreation Playground** | | | | |
| **10.1** | **Rota & Safety Checks** – Cllr Hall reported the results of a recent playground check, and it was agreed for our handyman to be approached to carry out the repairs. Further discussion ensued as to the difficulties in finding volunteers to carry out the checks. It was agreed to approach our handyman to investigate his availability or someone else, confirm whether weekly or monthly checks were required and agreed that payment for this service would be offered. It was reported the grass around the equipment was not being cut and that it looked untidy. Cllr Hall was asked to speak to SCA as it is their contractual responsibility to ensure the playground is kept up to the standard of their predecessor.  Cllr Hall also raised the issue of rubbish being thrown into the ditches behind the Orchard and playground. Cllr Monington recommended contacting Environmental Health which the Clerk was asked to do. | | | | |
| **11.** | **NPPF/Neighbourhood Plan**  Cllr Wade confirmed we had submitted our responses to the NPPF consultation. Cllr Wade then reported that he and the other two councillors were struggling to formulate the NP from the draft inherited. After discussion it was agreed that there is no hurry as it is likely to require changes after the NPPF and Local Plan are passed. However, to move it forward, Cllr Wade suggested that we carry out a simple questionnaire to the parishioners asking what they want. Cllr Tull recommended that a brief resume of what a NP is be included in the questionnaire. This was agreed. Cllr Wade said at this stage, he is unable to give a timeline, but progress is being made. | | | | |
| **12.** | **Quite Lanes/Greenways**  **Quite Lanes** - Cllr Parsons reported that she needs support in order to progress with working towards TROs for our parish due to an already heavy workload she is juggling. Discussion ensued that there was no easy solution, and it would take a lot of work, but having attended MPP and Glam Meetings it was suggested a different approach be put forward. That is that those parishes affected form a consortium to apply for the 20 mph under the Quiet Lanes Policy. It was agreed to discuss this at next month’s meeting. Cllrs Monnington & Tull offered support.  **Greenways** - The Chairman reported, thanks to some brilliant work carried out by Cllr Wade that part of the footpath proposed for the Greenways Cycle Route has been illegally built on and this has been passed to Ms Foster from the MPP for CDC and WSCC to act upon. | | | | |
| **13.** | **Domain Changes to .Gov.Uk Address**  The Clerk informed the Parish Council that the domain is now live, but did say that until January, the previous domain address for emails, would remain in place although a message has been attached to it informing people of the change of email address. The Clerk was requested for an up dated list of councillors’ details to be circulated with the new email and website address. | | | | |
| **14.** | **Clearance of Ditches/Hedges/Drains**  The Clerk was asked to place a request regarding this issue into the parish magazines and website. The Clerk stated she is happy to report any issues but will need exact locations to complete the form. A copy is also sent to Cllr Montyn who kindly reports it and chases it on our behalf. Cllr Wade stated he will report the hedges in Highleigh Road. | | | | |
| **15.** | **Emergency/Resilience Plan**  The Clerk reported that due to her work load she has been unable to progress this. The Chairman suggested they meet to have a look at it next week. | | | | |
| **16.** | **Bus shelters**  The Clerk confirmed the reported broken bench at the Anchor Bus Shelter had been repaired and our contractor will be looking at the remaining three for any issues. The Clerk also confirmed he will complete the sixth fingerpost shortly and the seventh one as soon as he has the missing piece. Cllr Wade apologised that he has still not picked them up but will do so. | | | | |
| **17.** | **Correspondence Received**  Email from MPP donation towards the Project Officer. It was proposed at £250.00 by the Chairman and seconded by Cllr Parsons. After discussion, agreement was given by all.  Letter from Unity Bank informing us of a mistake by them regarding bank charges. The Clerk confirmed reimbursement had been made.  Cllr Hall mentioned that she had received an email from the Clerk regarding the offer of volunteers for a project in the village. Cllr Hall felt this should be on the agenda as all councillors should be aware of it. The Clerk explained that she had passed it to Cllr Hall who had requested earlier in the year to organise a litter picking day and that they may be able to assist and left it for her to contact them and organise.  The Chairman reported that a very positive meeting was held between the owners of the Anchor Public House, himself, Cllr Wade and the Clerk regarding their advertising notices on street furniture, which were illegal and the banners on the Anchor Bend being a possible safety issue. The Clerk confirmed their banners had been removed. They were also interested in promotion of businesses in the parish and welcomed the opportunity of a meeting to be arranged. Cllr Monnington suggested the Memorial Hall as a venue and plans put forward for next year. | | | | |
| **18.** | **Matters of Urgent Public Importance –** None | | | | |
| **19.** | **Schedule of Receipts/Payments** - Cllr Harland proposed and Cllr Guest seconded the summary of income and expenditure at 19.1.1 to 19.2.13 be accepted. All agreed. Balance of Unity Accounts as of the 30th September 2024 was £70,126.52 including reserve accounts.  The Chairman confirmed that from the half yearly report it would appear we are on track.  The Chairman proposed to hold the Precept Meeting on the 29th October at 3.30pm which was agreed and Cllr Harland confirmed he was happy to host the meeting. | | | | |
| **19.1** | **Schedule of Account for Receipts Including Monies refunded from SCA\*** - | | | | |
|  | |  |  |  |  | | --- | --- | --- | --- | | **Ref** | **Who** | **What** | **Amount**  **£** | | 19.1.1 | CDC | Precept | 25,090.00 | | 19.1.2 | SCA\* | Payment for 4 Tins of Line Marking Paint from VFM & Grassline less VAT charged on Invoice No SPC42/2024 | 92.77 | | 19.1.3 | SCA\* | Payment for Grassline Paint less VAT | 23.30 | | 19.1.4 | Unity Bank | Refund of Bank Charges | 20.80 | | **Total** |  |  | **25,226.87** | | | | | |
| **19.2** | **Schedule of Account for Payment** | | | | |
| Ref | | Who | What | Amount  £ | | |
| 19.2.1 | | M H Kenndy & Son Ltd | Grass Cutting – Paddock Straight for August | 340.80 | | |
| 19.2.2 | | Harvey Collins | Village Grass Cutting | 140.40 | | |
| 19.2.3 | | Moore East Midlands | Auditors Fee | 378.00 | | |
| 19.2.4 | | Scanstation | 2 x Black Ink Cartridges | 25.99 | | |
| 19.2.5 | | VFM & Grassland | 2 tins of Grassline Paint for Line Marking SMRG | 139.15 | | |
| 19.2.6 | | CDC | Emptying of Recycling/Waste Bins SMRG | 58.50 | | |
| 19.2.7 | | Unity Bank | Bank Charges | 18.00 | | |
| 19.2.8 | | Ms A Colban | Clerk’s Salary September | 1,050.76 | | |
| 19.2.9 | | HMRC | Clerk’s Tax & NI | 63.43 | | |
| 19.2.10 | | Ms A Colban | Clerk’s Expenses 15 August to 11 September 2024 | 42.85 | | |
| 19.2.11 | | Cllr M Mellodey | Screwfix for Spray Line Paint | 27.96 | | |
| 19.2.12 | | Sidlesham Parachial Church Council | Hire of Parish Rooms July to September 2024 | 52.50 | | |
| 19.2.13 | | Scanstation | Microsoft 365 Business Standard Annual Renewal | 148.32 | | |
| **Total** | |  |  | **2,486.66** | | |
| **20.** | **Requests for Future Agenda Items:** -  Tree Works at SMRG | | | | |
| **21.** | **Date of Next Meeting**: 11th November at 7.30pm in the Parish Rooms. The Chairman gave his apologies. | | | | |

Meeting ended 21.35 pm

Alison Colban, Parish Clerk, Sidlesham Parish Council