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| **SIDLESHAM PARISH COUNCIL****Minutes of Parish Council Meeting****Held on Wednesday 10th September 2025****The Parish Rooms, Church Farm Lane** |
| **Present:** Cllr M Mellodey (Chairman), Cllrs A Harland, D Guest, C Hall, M Monnington, Mrs K Wade (Chairman to SCA), Mr N Robson (Treasurer to SCA), Cllr P Montyn WSCC, the Clerk 1 parishioners & 1 member of the Public.The Chairman confirmed that the meeting was being recorded and filmed by one member of the public. |
| **1.** | **Welcome & Apologies for Absence** – Cllrs L Ramm, T Parsons, T Tull, N Wade & Cllr D Johnson (CDC). |
| **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 Last Council Meeting.**  |
|  | Cllr C Hall proposed, and Cllr M Mellody seconded, that the Minutes of the meeting held on the 9th July 2025 be approved and signed. All agreed. |
| **5.** | **Matters arising from the above minutes not dealt with in separate items below**  |
| **5.1** | **Gypsy & Traveller Letter** – The Chairman reported the letter was almost ready to send to Mr Pennycook MP. We are waiting for a couple of parishes to get back to us and then the letter will be sent at the latest next Tuesday. |
| **5.2** | **Road Traffic Concerns** – The Chairman thanked Cllr Montyn for his assistance and support with the TRO for a reduction in the speed limit from Lockgate Road to past the sign for Brimfast Lane to encompass the Donnington junction, which is now in place. The Chairman reported that we would be applying for TRO’s and a Community Highways Scheme concerning other issues raised within the Parish. Cllr Montyn stated we should list them in the level of importance and not to put them altogether but as separate items. We need to be clear as to what we would like to be carried out. Cllr Montyn asked what the Community Highways Scheme was for. The Chairman reported a request for a pedestrian road crossing. Cllr Guest clarified at the junctions of Keynor Lane and Manhood Lane. Cllr Montyn asked if there were streetlights and on being informed there are not, Cllr Montyn stated that this would not happen on a dark road or at least it would be very difficult to accomplish this as there are certain situations that have to be satisfied before you can apply. Cllr Montyn advised the PC to contact Mr Mike Dare regarding our applications. It was agreed to discuss the matter further in committee.  |
| **6.** | **WSCC Councillor Update:**  |
| **6.1** | **Update on Sidlesham Waste Treatment Plant** – Cllr Montyn gave a brief update on the current position in that both Sidlesham and Pagham works have been completed, and this has reduced the pollution issues substantially. Mr Bedford spoke about Southern Water and the issues they are encountering regarding new builds in and around the other parishes that affects our Waste Treatment Plant. Discussion ensued about the River Lavant from which the overflow is diverted into Pagham Harbour causing a rise in water pollution from phosphates, but work is continuing to lower this. |
| **6.2** | **Devolution/Re-Organisation** – Cllr Montyn confirmed WSCC are proposing one unitary council, although this is not the same for other councils. The business case will be finalised on the 23rd September to be presented to Government, along with everyone else. The Government will then issue a public consultation in October/November. A decision will be made by the Government in March next year regarding the re-organisation and devolution. The election for the Mayor will take place in May 2026, but the new system will not be fully operational until 2028. The Chairman asked whether Parish Council elections will still take place in 2027. Cllr Montyn confirmed yes. Cllr Montyn also mentioned the road works taking place in Chichester which will impact the accessibility into the City, but reiterated this is not permanent and is for the benefit of the community. Cllr Montyn then gave his apologies and left the meeting at 19.53pm |
| **7.** | **CDC Councillor Update:**  |
| **7.1** | **Local Plan** – The Chairman confirmed this has now been adopted and suggested we obtain a printed copy for our use, and the Clerk was asked to source the cost of obtaining one.The Chairman also reported from Cllr Johnson that there is a new Monitoring Officer at CDC. |
| **8.** | **Sidlesham Memorial Recreation Ground** – The Chairman stated that some of the issues to be raised under this heading would be discussed after the meeting. |
| **8.1** | Business Update. Mr Robson gave his report and apologies for an error which was brought to his attention. Mr Robson answered various questions pertaining to the accounts to the satisfaction of the Councillors.  |
| **8.2** | Infinity Agreement/Licence – The Chairman reported we are still waiting to receive from Infinity the necessary paperwork to progress this. The Chairman will continue to chase this.  |
| **8.3** | Roof Repairs/New Roof – The Chairman had received a request that a surveyor be asked to give a report, but after discussion it was agreed not to proceed with this and go ahead with applying for a grant. The Clerk confirmed that the next step was to speak to CDC Grants Department and will arrange an appointment with them to discuss the viability of our application. Mrs Wade reported further leaks, and the Clerk was asked to contact our Contractor for a quote.  |
| **8.4** | PC Trustee for SCA – It was agreed to defer this to the next meeting. |
| **8.5** | AGM (Nominations for Trustees)/Status of the MOU – It was agreed to defer this to after the Parish Council Meeting. |
| **8.6** | Signage – The Clerk confirmed the new sign above the changing rooms was in place as was the Playground Adult Gym sign. We have finalised the new Community Hub Sign and that has been passed to Ginger Signs as well as a new sign for a Football Notice Board. |
| **9.** | **Presentation by Mr P Bedford – MPP** Mr Bedford gave his presentation and answered questions pertaining to flood issues as well as other issues. Mr Bedford confirmed that Watershed still existed with a pot of money. It is run by CDC but the emphasises is on the Rother & Arun Rivers. The Clerk was asked to circulate the slide shows. The Chairman thanked Mr Bedford for his time and presentation and Mr Bedford then left.  |
| **10.** | **Correspondence Received** - None |
| **11.** | **Dead Trees** – the Clerk confirmed reporting the matter, an acknowledgement received and we await to hear further. Some discussion ensued as to which trees are being referred to and the concerns relating to this issue.  |
| **12.** | **Neighbourhood Plan** – The Chairman reported than an update had been circulated from Cllr Wade who was thanked for his hard work. A date has been suggested for the next meeting and the Clerk will confirm shortly.  |
| **13.** | **Ratification of IT Policy/Disciplinary Policy/Risk Management Policy** Cllr M Monnington proposed, seconded by Cllr Harland and agreed by all to ratify the above policies. |
| **14.** | **Councillor Emails**Cllr Harland stated very unhappy about the amount of legislation that we now have to comply with which was concurred by other Councillors. The Clerk went through the information about the changeover to .gov.uk and after further discussion it was agreed to proceed with Scanstation to supply the new addresses. |
| **15.** | **Business Plan** – The Chairman reported that after a successful meeting with Cllr M Monnington and Cllr L Ramm we now have a Business Plan. We also have a proposal to hold a Business Networking Evening at SMRG on the 6th November for the PC to find out business needs and what assistance the PC can offer them. Cllr Monnington gave her apologies, and it was agreed to look for an alternative date. After further discussion it was agreed by all to ratify the Business Plan. The Clerk emphasised this was a living document and will be reviewed on an annual basis.  |
| **16.** | **Matters of Urgent Public Importance**  |
| **17.** | **Schedule of Account for Receipts/Payments** Balance as per Bank Statement on the 31st August 2025 £23,350.00. All accounts £60,816.96.  |
| **17.1** | **Schedule of Account for Payment**

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| Ref | Who | What  | Amount£ |
| 17.1.1 | Scanstation Computers Ltd | Eco Tank Wireless All in One Injet Printer | 299.00 |
| 17.1.2 | Unity Bank | Bank Charges for June | 7.20 |
| 17.1.3 | Sidlesham Parochial Church Council  | Hire of Parish Rooms April to June | 56.30 |
| 17.1.4 | Harvey Collins | Village Grass Cutting | 106.80 |
| 17.1.5 | HMRC | TAX/NI | 387.22 |
| 17.2.6 | Ms A Colban | Salary July | 1,495.26 |
| 17.1.7 | Ms A Colban | Expenses 12th June to 9th July | 32.95 |
| 17.1.8 | M H Kennedy & Son Ltd | Paddock Straight June | 170.40 |
| 17.1.9 | CDC | SMRG Emptying of Bins | 61.30 |
| 17.1.10 | SCA | Grass Cutting – April to June 2025 | 475.00 |
| 17.1.11 | Moores East Midlands | External Auditor’s Fee | 378.00 |
| 17.1.12 | Farrell Property Services | Repairs to roof for the leak SMRG | 1,300.00 |
| 17.1.13 | ICO | Date Protection Renewal Fee | 52.00 |
| 17.1.14 | Aragorn Hosting Ltd | Website Assistance | 48.00 |
| 17.1.15 | Cllr M Mellodey | Screwfix – Line Paint | 14.38 |
| 17.1.16 | Unity Bank | Bank Charges for July | 8.10 |
| 17.1.17 | M H Kennedy & Son Ltd | Paddock Straight – July | 170.40 |
| 17.1.18 | Farrell Property Maintenance | SMRG – Roof Repair – Timber Supports | 1,100.00 |
| 17.1.19 | CDC | SMRG Emptying Bins | 61.30 |
| 17.1.20 | Ms A Colban | Salary August | 1,591.62 |
| 17.1.21 | Ms A Colban | Expenses 10th July to 13th August | 133.11 |
| 17.1.22 | HMRC | Tax/NI | 466.81 |
| 17.1.23 | Mike French | Cork Board for New Notice Board/Racket Straps (Screwfix) | 33.67 |
| 17.1.24 | Keystone Glazing | Repairs to window SMRG Hall | 187.55 |
| 17.1.25 | London Hearts | Beneheard Mindray Defibrillator + Cabinet | 1,241.00 |
|  | **Total** |  | **9,877.37** |
| 17.1.26 | SMRG Reserve Fund | Transfer of funds to Current Account to cover Farrell Property Invoice | 1,300.00 |
| 17.1.27 | SMRG Reserve Fund | Transfer of funds to Current Account to cover Farrell Property Invoice | 1,100.00 |
| 17.1.28 | Reserve Account | Transfer of funds to Current Account to cover London Hearts Defibrillator | 1,241.00 |

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|  | Cllr A Harland proposed, and Cllr D Guest seconded the summary of expenditure at 17.1.1 to 17.1.28 be accepted. All agreed. |
| **15.** | **Requests for Future Agenda Items:**  |
| **15.1** | Cllr Monning requested Dredging of the Harbour. Presentation by RSPB.  |
| **16.** | **Date of Next Meeting**: 8th October 2025 at 7.30pm in the Parish Rooms |

Meeting ended 20.57 pm

Alison Colban, Parish Clerk, Sidlesham Parish Council