

UNCONFIRMED

Agenda Item 5

YAPTON PARISH COUNCIL

MINUTES

A Meeting of the Yapton Parish Council was held on the 10th September 2018 in the Club Room of the Yapton & Ford Village Hall, commencing at 7.50pm.

Present: Mr Stephen Haymes (Chairman), Mr Derek Ambler, Mr Peter Dunkley, Mrs Pam Evans, Mr James Gadd, Mr Michael Pickthall and Mrs Vicky Newman.

Also present: County Councillor Mrs Jacky Pendleton, Mr Gardiner (Clerk of the Council) and 9 members of the public.

APOLOGIES FOR ABSENCE

106. Apologies for absence were tendered at the meeting from Parish Councillors Mr Martin Clark, Mr Tony Kendall and Mr Chris Sprules.

DECLARATIONS OF INTEREST

107. Members were reminded to make any declarations of personal and/or pecuniary interests that they may have in relation to items on the agenda.

108. Mr Haymes and Mr Ambler both declared an interest in any matters relating to Arun District Council as an elected member of Arun District Council.

URGENT MATTERS

109. There were no urgent matters for consideration at this meeting.

PUBLIC QUESTION TIME

110. The following questions/issues were raised by members of the public:

(a) **King George V Playing Field – Grass Cutting** - A local resident asked why the grass cutting contractor was only cutting the main field and not the edges. There was only one driver present using the tractor/mower. He stated that this had happened twice and the boundary of the field was looking very untidy. The Clerk was asked to look into the matter.

(b) **Comet Corner junction of A259 and Yapton Road** – A query was raised about the 50mph speed limit at the junction now that the cycle route works had been completed. This was also seen as too fast and dangerous for the junction especially if making a right turn onto the A259. Concern was expressed about the height of the vegetation on the verges in the vicinity of the junction which was obstructing the view along the road. County Councillor Mrs Jacky Pendleton would look in to the matter.

MINUTES

111. *Resolved* - That the minutes of the meeting held on 9th July 2018 be approved as a correct record and that they be signed by the Chairman.

MATTERS ARISING

112. The following matters were raised on the minutes of the meeting held on the 9th July 2018:
- (a) **Minute 89 (a) – Yapton Playing Field Entrance Posts** – the Chairman confirmed that the lengths of chain offered by a local resident at the last meeting had been utilised in repairing the posts following the recent incursion by the travellers. The Clerk was asked to check that the were securely in place.
 - (b) **Minute 91 (b) – Horses on the Playing Field** – The Clerk updated the meeting on the steps taken to identify the riders of the horses on the playing field and subsequent follow-up action. Confirmation that the local bye-laws prohibited the riding of horses on the field had been published on the Council's website and local media sites. Following that, one of the alleged riders, post a comment on the village Facebook page, and from that contact details were found. The Clerk wrote to the Parents of the alleged rider asking that they refrain from riding on the field and to pass on the information to anyone else they knew who was riding on the field. No reply has been forthcoming as a result of the letter.
 - (c) **Minute 91 (c) – Demonstration of the Parish Online system** – The Clerk reported that the funding for demonstration to Town & Parish Councils had now been withdrawn, so future demonstrations had been cancelled.
 - (d) **Minute 91 (d) – Silent Soldiers** – It was reported that one of the Silent Soldiers which had been on the boundary fence opposite the Co-op Store on Main Road had been stolen. Signs had been posted around the village and on social media requesting that the soldier been returned. A Just Giving campaign to raise funds for its replacement had been promoted by a local resident.

COUNTY & DISTRICT COUNCILLORS REPORTS

113. The Chairman referred to a report prepared by County Councillor Mrs Jacky Pendleton which was circulated at the meeting and Members were asked if there were any questions or queries relating to the report.
114. Councillor Stephen Haymes and Councillor Derek Ambler had nothing to report on the work of the Arun District Council.

CORRESPONDENCE

115. Receipt of the following correspondence was reported by the Clerk and action agreed as indicated:-
- (a) **West Sussex Minerals & Waste Planning Policy Update - adoption of Joint Minerals Local Plan**

The Parish Council noted that the West Sussex County Council and the South Downs National Park Authority have adopted the new Joint Minerals Local Plan for West Sussex. The e-mail

sent on the 30th July contained a letter and adoption statement which set out further information about the Joint Minerals Local Plan, as well as other information related to minerals and waste planning policy.

(b) Adoption of the Arun Local Plan (2011-2031)

The Council noted an e-mail received on the 20th July 2018 informing the Council that the Arun District Council adopted the Arun Local Plan (2011-2031) at the Full Council meeting on 18th July 2018, in accordance with the Planning and Compulsory Purchase Act 2004 (as amended), The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) and the Environmental Assessment of Plans and Programmes Regulations 2004.

The Adopted Arun Local Plan (2011-2031) can be found, accompanied by the Policies, Maps 1-4, Adoption Statement, Environmental Report and Post Adoption Statement and Inspector's Report, on the Adopted Local Plan page of Arun District Council's website: <https://www.arun.gov.uk/adopted-local-plan> .

(c) The Ford Neighbourhood Development Plan

The Council noted an e-mail received on the 10th August from Arun District Council informing the Council that The Ford Neighbourhood Development Plan had successfully passed examination and sending congratulations to the Ford neighbourhood planning group and to the Ford Parish Council on this achievement.

The District Council had received the Examiner's report on the Ford Neighbourhood Development Plan which concluded that, subject to the modifications in the report, the Plan should proceed to referendum. Further information on the Ford NDP can be found at <https://www.arun.gov.uk/ford-neighbourhood-development-plan> .

(d) SALC Meeting with Chief Constable of Sussex Police

The Council noted receipt of an e-mail dated 13th August from SSALC which informed the Council that, on Friday 16th November 2018, SALC board members would be holding their biannual meeting with Giles York, Chief Constable of Sussex Police. SSALC have requested that if the Parish Council has any strategic or unresolved topics that it would like to be raised at the meeting could they be returned to SSALC by close of business on Friday 2nd November 2018 at the latest. The Parish Council *resolved not* to raise any issues for submission to SSALC.

(e) NALC backs government's Civil Society Strategy

The Council noted receipt of a NALC Newsletter dated 10th August informing the Council of the government's **Civil Society Strategy**, which states that local (parish and town) councils would have a key role in many aspects of its proposals. NALC has identified key roles, which include; supporting sustainable community spaces such as village halls, promoting innovation in democracy and encouraging people from all backgrounds to get involved, boosting the take-up of community rights, and supporting local economic growth.

NALC was pleased that the government had listened to its call to support onward devolution to communities and looked forward to working with the government to help deliver this commitment. The full Civil Society Strategy can be found at: <https://www.gov.uk/government/publications/civil-society-strategy-building-a-future-that-works-for-everyone>).

(f) Anti-social driving and other

The Council noted an e-mail dated 19th July 2018 (attached to the minutes) from Mr Darren Kane writing on behalf of local residents concerning anti-social driving and other matters in the area. The Council noted that the area referred to in Mr Kane's e-mail was in the parish of Ford.

(g) CCTV - in the village

The Council noted an e-mail dated 2nd August 2018 (attached to the minutes) from Mr Greig Doyle who asked that the Parish Council, at its next meeting consider that, by working in partnership with Arun police and West Sussex council new CCTV cameras are considered around the village centre and surrounding area. The Council felt that the practicalities of installing and monitoring a CCTV system in the village and surrounding area would not be cost effective. The other public bodies were also currently severely constrained for resources to be found to introduce these systems.

(h) Parking in Bilsham Road

The Council noted an e-mail dated 12th August 2018 (attached to the minutes) from Mr Keith Davis regarding an increase in parking outside Two Hoots in Bilsham Road, Yapton. The Council noted the increase in cars in the rear garden and outside the front of the property and confirmed that it regularly keeps this matter under review.

YAPTON EMERGENCY PLAN

116. Mrs Sheena McKenzie was present at the meeting to give an update on the Yapton Emergency and Resilience Group and the work it was doing with its volunteers and in conjunction with other neighbouring parish councils. The Clerk was asked to contact the parish clerks of Ford, Clymping and Walberton to request that new link Councillors are appointed as soon as possible.
117. The Council received and agreed the latest edition of the Yapton Emergency Plan (a copy was attached as a confidential appendix to the agenda).

TRAINING AND DEVELOPMENT OF MEMBERS/STAFF

118. Councillor Mrs Vicky Newman reported that she was due to attend an update seminar on Neighbourhood Planning on Thursday 13th September 2018. Councillor Michael Pickthall was anticipating that he would be attending a 2-day course on the use of Chainsaws in October 2018, for which he was awaiting confirmation.

PARISH COUNCIL MAGAZINE (YAPTON NEWS)

119. Details of the September 2018 edition (92nd issue) of the magazine were reported at the meeting.

The Clerk reported that since the last meeting Mrs Carol Faulkner had tendered her resignation from the round she and her husband used to deliver. The Council asked that its grateful thanks be passed to Carol for all the time and effort she had put in to delivery of the Yapton News over the years.

Mr Faulkner confirmed that he would be continuing to deliver in Church Road to its junction with Church Lane, including The Limes and The Poplars.

The Council agreed to accept the offer from Councillor Mrs Pam Evans to take on the delivery of 59 magazines in Church Lane and St. Mary's Meadow.

REPORTS FROM COMMITTEES

ALLOTMENTS

120. The Clerk reported that there were currently no vacant plots at the Council's Cinders Lane Allotments.
121. The Clerk reported that he had inspected the 4 plots referred to at the last meeting as being unattended and in a poor state, together with Councillor Kendall and Mr Caiger. The Clerk decided to write to each of the ploholders requesting that they tidy their plots and begin to work them in accordance with the Conditions of Hire for the Allotment Plots. The Clerk informed the Council that he was due to inspect the plots in the next week or so to see if any improvements to the condition of these 4 plots had taken place. The Clerk would be issuing notices to quit if the necessary improvements had not taken place.
122. Councillor Derek Ambler raised the issue of the lighting and control of bonfires during the summer months. Some residents living nearby had found the smoke nuisance difficult to cope with, especially when residents wished to keep their windows open at night. The Clerk confirmed that bonfires could be lit from 7pm, but should be extinguished overnight. The Clerk would review the practice of holding bonfires on the site with Councillor Kendall and Mr Caiger.

EMERGENCY AND RESILIENCE

123. Following the update given by Mrs Sheena Mckenzie earlier in the meeting, there were no additional issues to be raised with the Council.

PLANNING

124. The Council considered the following and:
- (a) received the minutes of the meeting of the Planning Committee held on 14th May 2018 (*copy attached to these minutes*);
 - (b) received details of the planning decisions made by Arun District Council in July/August 2018 (*schedule attached to the minutes*).

PLAYING FIELD

125. The Clerk reported that the annual maintenance inspection had taken place and works totalling £1,740.07 had been carried out by Playdale Limited. Further works had come to light which were due to be carried out in early September at a cost of £688.50 by Playdale Limited. The total cost would be £2,428.57 which was in excess of the approved budget of £1,960. *The Council resolved to approve the works and the total cost of £2428.57.*
126. The Clerk reported that certain repair works to the Play Area fencing and access ways had come to light requiring the authorisation of emergency expenditure of £875 to remedy the issues identified to make the play area safe. *The Council resolved to approve the works for the total cost of £875 which could be met from the approved budget of £2,300.*

127. The Chairman referred to possible works to improve the security of the Playing Field along the boundary with the Village Hall Car Park and the main access way to the Playing Field. It was suggested that a bund could be constructed along the length from the village hall to the end of the car park. This may require planning permission and this was being investigated. The access way would require either new posts or a gate to be installed. The resurfacing of the entrance to the field would also be investigated.

128. *Resolved: That the Clerk was asked to look into the options for improving the security of the playing field in this area and the costs of the proposed work and any approvals required.*

REPORTS FROM REPRESENTATIVES

129. The following reports from representatives on various bodies were received by the Council:

(a) Village Hall

Mr Ambler presented an update on the on the financial position and various proposed forthcoming activities and projects at the Yapton & Ford Village Hall.

FINANCIAL STATEMENTS

130. The Council *resolved*:

- (a) To approve the financial statements showing the receipts and payments for the months of July / August 2018 (*schedules attached*);
- (b) To note the Bank Reconciliation for the Council's Bank Accounts as at 31st August 2018;
- (c) To note the summary of income and expenditure over the various budget heads for the period 1st April to 31st August 2018 (*copy attached*).

DATE OF NEXT MEETING: Monday 12th November 2018 AT 7.30 PM or at the conclusion of the meeting of the Planning Committee.

Meeting closed at 8.50pm

Chairman