

## UNCONFIRMED

Agenda Item 5

### YAPTON PARISH COUNCIL

#### MINUTES

A Meeting of the Yapton Parish Council was held on the 14<sup>th</sup> May 2018 at the conclusion of the annual meeting of the Parish Council in the Club Room of the Yapton & Ford Village Hall.

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

*Also present:* County Councillor Mrs Jacky Pendleton, Mr Gardiner (Clerk of the Council) and 13 members of the public.

#### **APOLOGIES FOR ABSENCE**

63. Apologies for absence were tendered at the meeting from Mr Martin Clark.

#### **DECLARATIONS OF INTEREST**

64. Members were reminded to make any declarations of personal and/or pecuniary interests that they may have in relation to items on the agenda.
65. 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**

66. The Clerk reported that he had recently received information from Highways England setting out the preferred route for the A27 Arundel Bypass. Although no decisions are required at this stage, therefore, not an urgent matter, the correspondence set out details of local exhibitions and drop-in sessions coming up in the next few days.

#### **PUBLIC QUESTION TIME**

67. The following questions/issues were raised by members of the public:
- (a) **Local Housing Developments** – a local resident was concerned that the parish was being expected to accept significant additional housing without much information being given about agreed / planned highway improvements, widened pavements, additional doctor's surgery, schools. The Chairman referred to the additional land being made available for the school enlargement. The Chairman of the Planning Committee stated that monies were being included in Section 106 agreements attached to the planning permissions being worked on, although there was no guarantee that those monies would be spent in Yapton.

- (b) **Lorry movements through the village** – a resident queried whether there was anything which the Parish Council could do to stop which is seen and an increasing number of large lorry movements through the village. Those lorries associated with some businesses in Ford should have a routing agreement to follow and this should take them to the A259. It was felt that some lorries were coming from businesses in Lake Lane, and the village was being used as a rat-run because of the current delays on the A259.
- (c) **Ford Airfield Exhibition – 9<sup>th</sup> June** – Jim Payne asked if there was anything the Parish Council could do to get people to volunteer to assist with the staging of the exhibition on the 9<sup>th</sup> June. The Clerk said he would include a request in this month's edition of the Yapton News.
- (d) **Cottage on Burndell Road** – a resident asked if the Parish Council had any information on the current status of a property on Burndell Road which was currently unoccupied. There was no change in it's listed status and no other information was available.
- (e) **Trees around Berricourt, Main Road** – a resident observed that he was concerned at the desecration of the trees surrounding the property called Berricourt on Main Road, Yapton. He asked if Planning Permission had been obtained, and if so, had the terms of the permission been complied with.
- (f) **Horses on the Playing Field** – a resident stated that horse droppings had been found on the field. Others stated that they had seen horses been occasionally been seen on the field. This was in contravention of the locally agreed by-laws.

## MINUTES

68. *Resolved* - That the minutes of the meeting held on 12<sup>th</sup> March 2018 be approved as a correct record and that they be signed by the Chairman.

## MATTERS ARISING

69. The following matters were raised on the minutes of the meeting held on the 12<sup>th</sup> March 2018:
- (a) Minute 42(a) – Parish Online – The Clerk reported that Mr Richards who was working for SSALC in promoting the Parish Online system for use by local councils was now able to attend a future parish council meeting. It was agreed to invite Mr Richards to present a briefing on the Parish Online system prior to the next meeting on the 9<sup>th</sup> July 2018.
  - (b) Minute 45 (a) - The Royal British Legion: WW1 Centenary Commemorations 2018 - 'The Silent Soldier' – Mr Jim Payne reported that several local organisations have now come forward to support this initiative.
  - (c) Minute 46 (b+c) – The Clerk reported that no reply had been received on a number of technical issues on the two policies on Information Security Policy for Councillors and the policy for Staff which had been forward to our Data Protection consultant for clarification.
  - (d) Minute 47 – Councillor Peter Dunkley had now set up and was operating a Facebook and Twitter page for Yapton Parish Council.
  - (e) Minute 53 – The clerk reported that Clymping and Walberton had agreed to join the Yapton Resilience Hub, and Ford were considering the matter at their Council meeting on the 15<sup>th</sup> May 2018.

- (f) Minute 57 – The Clerk reported that he had now submitted a claim to Aviva Insurance relating to the damage sustained to Parish Council railings and bollards on the boundary of the lower council car park and Main Road near to Sparks Corner roundabout.

## COUNTY & DISTRICT COUNCILLORS REPORTS

70. County Councillor Mrs Jacky Pendleton referred to her report which had been circulated with the agenda and asked if there were any questions or queries relating to her report.
71. Councillor Derek Ambler and Councillor Stephen Haymes had nothing to report on the work of the Arun District Council.

## CORRESPONDENCE

72. Receipt of the following correspondence was reported by the Clerk and action agreed as indicated:-

(a) **Bus Strategy Consultation**

Attached to the agenda was a document which showed how the County Council currently supports local bus services and the proposals for the new Bus Strategy. The County Council is consulting to find out views on the proposed objectives and priorities for the new Bus Strategy. This will be used to inform the County Council's approach to and investment in bus services and community transport between 2018 and 2026.

**Resolved:** The Parish Council will not be submitting any views to the County Council on the proposed Bus Strategy.

(b) **West Sussex Fire & Rescue Service (WSFRS) draft Integrated Risk Management Plan.**

The WSFRS set out in the document attached to the agenda what integrated risk management planning is, why it is done and what WSFRS propose to deliver in the next three to five years. The new plan covers the period 2018-22 and this plan, and the action plans that will follow, reflect up to date risk analysis and evaluates how WSFRS will respond.

**Resolved:** The Parish Council decided not to submit any views to the WSFRS on the draft Integrated Risk Management Plan.

(c) **2018 Operation Watershed Active Communities Fund**

Following flooding in the county during 2012/13, West Sussex County Council (WSCC) resolved to address issues with the drainage infrastructure including the riparian ditch network, damage to roads and improve resilience to protect homes, businesses and highways. The response was the creation of 'Operation Watershed', within which the Active Communities Fund was launched. Operation Watershed now has a further £300,000 available in 2018/19 to support community groups interested in delivering capital projects to reduce the risk and impacts of flooding in their area.

**Resolved:** The Parish Council noted that the Operation Watershed Active Communities Fund for 2018 is open to receive applications.

(d) **West Sussex Crowd**

The Clerk referred to information received on new approach to grant funding from West Sussex County Council, West Sussex Crowd, which is a crowdfunding initiative giving people the opportunity to run crowdfunding campaigns for local projects across West Sussex. The West Sussex County Council (WSSCC) has a £330,000 Community Initiative Fund (CIF) for projects running crowdfunding campaigns. This replaces the way that the County Council has allocated its grant funding in previous years. Spacehive is the crowdfunding platform which WSSCC has chosen to partner with for this initiative.

**Resolved:** The Parish Council noted the creation of the “West Sussex Crowd” initiative to run crowdfunding campaigns for local projects across West Sussex.

(e)

(f)

#### **TRAINING AND DEVELOPMENT OF MEMBERS/STAFF**

73. Councillor Mrs Vicky Newman and Mr Chris Sprules had recently attended training provided by Arun District Council on how to deal with Planning Applications.
74. The Clerk reported on his recent attendance at a Clerk’s Networking Day in Brighton. Much of the session had dealt with the procedures for the closure of the 2017/18 Accounts.

#### **PARISH COUNCIL MAGAZINE (YAPTON NEWS)**

75. Details of the May 2018 edition (90<sup>th</sup> issue) of the magazine were reported at the meeting.
76. The Council agreed to the following changes to the Yapton News delivery rounds:
  - a. Mr Peter Dunkley to take on Fellowes Gardens;
  - b. Mr James Gadd to take on Foundry Road – from July issue – Mr Michael Pickthall to deliver the May edition;
  - c. Mrs Pam Evans to deliver the Main Road copies for the May edition only.

#### **REPORTS FROM COMMITTEES**

##### **ALLOTMENTS**

77. The Clerk reported that there were currently no vacant plots at the Council’s Cinders Lane Allotments.
78. The Clerk referred to an e-mail which had been received from a plot-holder and a member of her family detailing an alleged incident which took place at the Council’s Cinders Lane Allotments concerning another plot-holder. A full discussion would be held in a confidential session at the end of the meetings tonight.

#### **EMERGENCY AND RESILIENCE**

79. Councillor Michael Pickthall reported that the Village Hall Management Committee had reconsidered and reduced the rental for the resilience room on the first floor of the Village Hall. Members of each Council had been asked to take back a recommendation, for the creation of a possible resilience hub in the first floor Emergency Planning & Resilience Room at the Yapton

& Ford Village Hall, to their Councils for their agreement, including the making of a financial contribution to the Village Hall Management Committee for the use of the upstairs first floor room. Clymping and Walberton Parish Councils had agreed to join, and Ford Parish Council will be considering its position at their meeting on the 15<sup>th</sup> May 2018.

80. Councillor Michael Pickthall had recently met Sheena McKenzie and asked her to arrange for a first aid course to be arranged now that her recovery had progressed well.

## **PLANNING**

81. The Council considered the following and:

- (a) noted the minutes of the meeting of the Planning Committee held on the 12<sup>th</sup> March 2018;
- (b) noted the planning decisions made by Arun District Council in March/April 2018 (*schedule attached to the minutes*);

## **PLAYING FIELD**

82. The Clerk reported that the programme of grass cutting for the 2018 season had now settled into the agreed pattern, and the play area had recently received its annual inspection and a schedule of works had recently been completed.

## **REPORTS FROM REPRESENTATIVES**

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

- (a) Village Hall

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

- (b) Arun District Association of Local Councils

Mr Gardiner (Clerk of the Council) presented a report on the meeting of the Arun District Association of Local Councils meeting held on the 22<sup>nd</sup> April 2018.

## **FINANCIAL STATEMENTS**

84. The Council *resolved*:

- (a) To approve the financial statements showing the receipts and payments for March 2018 (*schedules attached*);
- (b) To note the summary of income and expenditure over the various budget heads for the period 1<sup>st</sup> April to 31<sup>st</sup> March 2018 (*copy attached*).

**DATE OF NEXT MEETING: MONDAY 9<sup>th</sup> JULY 2018 AT 7.30 PM or at the conclusion of the meeting of the Planning Committee.**

**Meeting closed at 8.30pm**

DRAFT