

TANGMERE PARISH COUNCIL

Minutes of the PARISH COUNCIL MEETING held on 8 JANUARY 2009

Present: Andrew Irwin (Chairman), Christine Baker (PC Vice Chair), George Barlow (Environment Chair), Roger Birkett (VC Chair), Andrew Grice (Finance Chair), Helen Punnett and Brian Wood.

Also present: One member of the public, County Councillor Andrew Smith, District Councillor Chris Punnett, CWs Sue Long and Dawn White, PCSO Richard Moorey and CAP Chair Jayne Sansby.

In attendance: Moya Monachan (Clerk)

Apologies were received and accepted from Roy Anscombe, David Poulter, John Perry and PCSO Jason Lemm

2252. PUBLIC SESSION

(a) Community Wardens' Report

The Parish Council was thanked for its continued funding of the scheme. The new CW Dawn White was introduced and a statistical breakdown of incidents was provided (for copy see Minute Book). The following verbal report was given:

Clr Wood is now on the CW steering group. Jr Wardens: the new group is up and running and a new uniform had been designed. They have taken part in a photo shoot for the Initiatives magazine and have been measuring traffic speed in the village with the Police with a small handheld SID. The CWs have been dealing with anti-bullying issues and a young offender as part of a restorative justice programme. The meeting was informed that mini-motorbikes are a continued nuisance. There is a free bike marking service on 10 January from 10 to 12am at the Cross and from 1 to 2pm at the Westgate Centre.

(b) PCSO Report

The new PCSO Richard Moorey introduced himself to the meeting and gave the following verbal report:

It has been a quiet period. Having passed his advance driving course the PCSO can now cover the whole area by car. There were a number of cars reported on the airfield. The PCSO has found a spot on the airfield where he can now oversee the area without being seen. Two drivers were caught on the airfield and words of advice were given. There was a problem of motorbikes outside of the school which is currently being investigated. There had been an incident at the pub but the offenders were dispersed quickly and Licensing Officers contacted - details of the incident were entered onto the Innkeepers database. There have been some parking problems at the school and the PCSO had attended three mornings and afternoons, and the situation has been resolved.

The VC Chair informed the PCSO that there had been a lot of trouble in Easthampnett Lane with motorbikes during the summer which had recently resumed.

CW Sue Long stated that groups of youths from Tangmere and from Oving had been twice warned off from the frozen pond in Oving.

(c) Community Action Project Report

The CAP Chair gave the following verbal report:

- An afternoon meeting of the Neighbourhood Management Panel will be held to allow other agencies to attend during work hours. The next meeting of CAP will take place on 28 January at Oving Village Hall. The meeting schedule and format will be decided then. CDC wants to step back from the project and so there are minute taking and finance posts to be filled.
- **Spitfire Court:** CDC and HydeMartlet's Resident Panel will meet mid-January to decide on the fencing cost bids. A letter has been sent to seven residents whose properties back onto the area requesting a nominal contribution of £50 towards the fence - a further approach will be made later this month.
- **Youth Club:** a Christmas party was organised with half of the members attending. The CW also dropped in.

(d) County and District Councillors' Report**County Councillor Report**

The County Councillor gave the following verbal report:

- A fundamental services review is to be carried out to make the Council a more customer-focussed organisation. The choices will be delivered in the summer.
- Ofsted had given WSCC's Social Services an inadequate rating. There is now a concentrated effort to recruit social workers which has been quite successful resulting in the decrease of the number of at-risk children without a dedicated social worker.
- There will be a meeting on 28 January where the work schedule of highway works will be finalised. Garland Square was not included on the most recent list.

District Councillor's Report

The District Councillor gave the following verbal report:

- **SID:** a quote of £3,500 for a commercial unit had been obtained. WSCC had measured speeds in Meadow Way and Tangmere Road, the majority of which were less than 30mph, therefore WSCC is not be in favour of providing a SID.
- **St Richard's Hospital:** CDC supports the merger between St Richards and Worthing subject to certain provisos. A cross-examination of the heads of both hospitals will take place. A lot is still to be determined about the merger.
- **Housing land figures:** there is sufficient land in Chichester for its allocation. The Fire Depot development is going ahead. Affordable housing will be ready sooner than the private housing.
- The absence of the Police Chief Inspector to various projects is a source of concern for the Councillor.

(e) Residents Questions

A resident raised the following issues:

Fire Depot Site: a pool of water forms on the east side when it rains heavily - what long-term drainage is planned? The Parish Council was not aware of the problem but will look into the matter.

Spitfire Court planting and maintenance: more soil is planned and the area will be planted in the spring.

Bike Shelter colour: the shelter will be made of aluminium.

Dog Fouling: the Football Club rep had had to clear up the pitch before the team could play. The CW will include the recreation field in her patrol and will contact the Dog Warden for signs. The meeting noted that residents need to report incidents with any supporting contact information.

The County and District Councillors, CAP Chair, PCSO and CWs left the meeting.

2253. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13 NOVEMBER 2008.

The minutes of the meeting of the Parish Council held on 13 November 2008 were approved and signed as a correct record pending confirmation of the drainage works schedule.

The Finance Chair joined the meeting.

2254. MATTERS ARISING

There were no matters arising.

2255. URGENT MATTERS ARISING

There were no urgent matters.

2256. TO CONFIRM CONTENTS OF THE PARISH ACTION PLAN REVIEW BROCHURE

The Parish Council re-visited the reason for producing a glossy brochure of the Parish Action Plan and discussed the use of the brochure as a marketing tool. It was proposed that one of the PAP review initiatives 'Pride of Tangmere' may generate information that could be incorporated in the brochure and local businesses could be involved. Cllr Wood was thanked for his work on the project.

The Parish Council APPROVED the Parish Action Plan summary insert for the Tangmere Newsletter and AGREED to delay the production of a marketing tool brochure until the Parish Action Plan had been progressed further.

The Parish Council AGREED to send a letter of thanks to members of the working party for their contribution.

The implementation of the Parish Action Plan will be brought before the next Environment Committee meeting.

2257. TO DISCUSS MEMBERSHIP OF THE ENVIRONMENT COMMITTEE

SALC had confirmed that there is legislation regarding the membership of committees but has not forwarded the details to date.

The Parish Council AGREED to await the written confirmation.

2258. TO ADOPT AN APPROVED PUBLICATION SCHEME AS REQUIRED UNDER THE FREEDOM OF INFORMATION ACT

The Parish Council RESOLVED to adopt the model Publication Scheme and the guidelines of information held by the Parish Council (for copy see Minute Book). The Council AGREED that only the actual cost of photocopying/printing and postage should be charged to individuals.

2259. CORRESPONDENCE

The Clerk reported that the following correspondence had been received:

- (a) InterRoute: A27 Drainage Surveys; to take place from 5 January for six weeks from 8pm to 6am from Monday to Friday. There will be a lane closure on one carriageway at a time with temporary traffic lights in operation - noted.
- (b) CDC: Parish Councils - Casual Vacancies; clarification of process - noted.
- (c) WSCC: Minerals and Waste Development Framework - Update - passed to the Chairman.
- (d) CDC: Communities Team Manager; letter addressing issues raised at previous Parish Council meeting - the Parish Council noted that there is now a process in place to address any further issues. Any items should be brought up to full council.
- (e) Arun District Council: Ford Eco Town Select Committee - second round of consultation by DCLG - noted.
- (f) CDC: agenda notice of Standards Committee meeting of 16 December 2008 - noted.
- (g) Communities and Local Government: Communities in control; real people, real power: Code of recommended practice on local authority publicity - a consultation - noted.
- (h) Lavant Valley Partnership meeting on 20 January - members noted that the meeting clashes with the next Environment committee.

2260. ENVIRONMENT COMMITTEE

The Council received the minutes of the Environment Committee meetings held on 18 November and 9 December 2008.

Paragraph 453. Speed Indicator Device: six volunteers are required - there are three so far. The Clerk is to start the application process.

2261. VILLAGE CENTRE COMMITTEE

The Council received the minutes of the Village Centre Committee held on 9 December 2008.

The Clerk informed the meeting that Portsmouth Water had installed a new stopcock and would be monitoring the readings. The VC Manager had read the meter between 22 December and 5 January and only two units had been used. Prices had been obtained for the two types of flushing sensors - the Committee will hold off on placing an order until the water bill is resolved.

The Parish Council AGREED to paint the small walls by the fire exit doors of the main hall white to minimise the trip risk. The VC Chair is to investigate various infilled hand rails.

The meeting noted that the Users Group welcomed the proposal to freeze rental charges.

The Environment Chair suggested that the VC Committee should perhaps take on board more of its financial outgoings to help reduce the increase in the precept. The suggestion is to come before the next Committee meeting.

2262. FINANCE COMMITTEE

The Council received the minutes of the Finance Committee held on 16 December 2008.

Paragraph 486.1(b) Risk Assessment: two issues were highlighted in the report circulated to members. The first was VC security: the Insurers have agreed to perform a security survey and the Committee awaits the results. The second is storage of information - this has been addressed by

the Chairman keeping an offsite electronic backup of Parish Council documents. The Parish Council APPROVED the Risk Assessment.

Paragraph 487.6 Project Responsibility: the Parish Council APPROVED the recommendation that any projects involving financial risk should be carefully monitored by a councillor as the project leader and that all purchase orders should be made by the Clerk.

Item 490 Draft Budget 2009/2010: members discussed the Finance Committee's recommendations (for copy see Minute Book). The meeting noted that there are three main issues which generated the proposed increase of the precept to £53,000: the first a £2,000 maintenance budget for the Battle of Britain Memorial Woodland, £4,000 to progress initiatives arising from the Parish Action plan review and a £4,500 transfer to reserves as a contingency fund. The BOB budget had been supported by a maintenance programme quote of £1,950. The Council AGREED to accept all the recommendations of the Finance Committee except for the £4,500 transfer to Reserves which will be postponed until the following budget, and set the precept for 2009/2010 at £49,000.

2263. ANY OTHER MATTERS FOR INFORMATION

There were no other matters for information.

Date of next meeting: Thursday, 12 March 2009