

# TANGMERE PARISH COUNCIL

## Minutes of the PARISH COUNCIL MEETING held on 11 MARCH 2010

**Present:** Cllr Irwin (Chairman), Cllr Wood (Vice Chair & Finance Chair), Cllr Birkett (VC Chair), Cllr Anscombe, Cllr Perry and Cllr B Smith

**Also present:** County Cllr A Smith, Community Warden Dawn White, PCSO Jason Lemm, Mrs M Monahan (Clerk) and four members of the public.

### 2361. Apologies

Apologies were received and accepted from District Cllr C Punnett, Cllr Grice and PC Stanley.

### 2362. DECLARATION OF INTERESTS

No declarations were made.

### 2363. PUBLIC SESSION

#### (a) AGENCY REPORTS

##### **Community Wardens**

CW Dawn White read out her report (for copy see Minute Book). The meeting noted that CW Sue Long would have a graduated return to work.

The Chairman congratulated the Junior Community Wardens on their award and good work.

##### **Police Community Support Officer**

PCSO Lemm gave the following verbal report:

Not many reported crimes; three domestic incidents reported and attended, two reports of criminal damage to vehicles, theft from local garage, nuisance vehicles on the airfield – a Section 59 notice and a Section 165 notice were given. There were also thefts of butane gas from Easthampnett and a crow scarer. Three separate anti-social behaviour orders have been served on youths.

##### **Neighbourhood Management Panel**

The meeting received a report from PCSO Lemm: Operation Crackdown was designed to address anti-social driving and behaviour. In Sussex there were 18,800 reports and a thousand letters sent to drivers. 36 Section 59 warnings and 64 Section 165 were given. The new three priorities set at the last meeting were anti-social behaviour around the Centre, to print and put up anti-speeding posters throughout the village and prevent mini motorcycles riding on the airfield.

##### **Neighbourhood Watch Scheme**

There are now 21 co-ordinators working with the PCSOs and CWs. A new weekly newsletter keeps all the co-ordinators informed. Three more co-ordinators are required for certain areas in the village.

### **Tangmere Action Group**

A meeting was held last week. The Community Garden is going well. TAG is concentrating on footpaths and cycle tracks. Two members are to organise 'the pub is the hub night'. An open garden event is planned for September which will focus on vegetables rather than flowers.

## **(b) DISTRICT COUNCILLOR AND COUNTY COUNCILLOR'S REPORTS**

The County Councillor gave the following verbal report:

- **Council Tax:** Increases announced – 2.5% increase for CDC and WSCC and 2.7% for the Police. WSCC need to make £22million savings the details of which are to follow.
- **Roads:** a letter giving details of the planned increased spending on road repairs had been sent to the Chairman.
- **Flooding at Chestnut Walk and Tangmere House:** once all the water has drained away a CCTV will investigate the drains in this area to identify the problem.
- **Policing:** an extra 31 police officers have been appointed bringing the total to 60. Sussex Police responses are above average. The Police Authority will be subject to inspection shortly.

In the District Council's absence the County Councillor reported that LDF panel will meet next week to discuss feedback from the informal consultation.

## **(c) RESIDENTS' QUESTIONS**

**Residents raised the following issues:**

- **Footbridge:** automatic number recognition cameras have been installed on the footbridge. A lot dog fouling has been found on the bridge – the Dog Wardens are aware of the problem. A sewage spillage between the footbridge and the garage had been reported to Southern Water but still needs to be resolved.
- **Garland Square:** there were talks of resurfacing the road this year. The meeting noted that there are no funds for additional work due to the number of potholes that have to be repaired.
- **Recreation Field:** golf is being played on the field at weekends. The CW will monitor the situation and the Chairman is to include the item in his Newsletter report. A 'No Golf' sign is to be ordered.
- **Street cleaning:** begins at 7am when the majority of cars are still parked therefore the streets cannot be cleaned properly. The District Councillor is to be asked to investigate the timing and efficiency of road cleaning in the village.
- **Community Garden:** a query was raised as to the safety aspect of the bonfire in the Community Garden on the previous Saturday. The Chairman had been present for the majority of the bonfire's duration and several agencies including the Fire Brigade were satisfied that the fire was under control.
- **Flooding:** does the drainage of the recreation field and the west ditch contribute to the flooding in Tangmere Road? The Rangers had been asked to determine if the ditch needed clearing. The flooding of Tangmere Road may have been due to the problems with the drainage system further up Tangmere Road. The second day of pumping of the floodwater was more successful than the first.
- **MUGA:** how will the Parish Council control the opening times of the MUGA as set out in its planning conditions? This item will be discussed later on the meeting. The resident also queried if the Parish Council was able to make a decision regarding the MUGA noise assessment outside a formal meeting. The meeting was informed that it was within the Parish Council's remit and that the decision was ratified and confirmed at the next formal meeting. If the resident wishes to take the matter further he should contact the Audit Commission.

The Community Warden, PCSO, the County Councillor and two members of the public left the meeting.

#### **2364. TO RECEIVE COUNCILLORS' RESIGNATIONS AND CO-OPTION OF CASUAL VACANCIES**

The Council received the resignations of Cllr Robinson and Cllr Sansby and thanks for their contributions noted. No applications of interest had been received for the two vacancies and the co-option of a third vacancy is still to be confirmed by CDC. The vacancies will be advertised in the Newsletter and posters on the village noticeboards.

#### **2365. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 14 JANUARY 2010**

The minutes of the Parish Council meeting held on 14 January 2010, a copy of which had been circulated to Members, were confirmed as a true record and signed by the Chairman.

#### **2366. CLERK'S REPORT**

**Museum Boundaries:** meeting provisionally arranged for 23 March 2010 at 7pm.

**Lavant Valley Partnership Meeting:** Emergency contact list requires updating

**CiLCA Portfolio:** Clerk has passed the Certificate in Local Council Administration. The meeting noted that Quality Status could not be applied for as there were not a sufficient number of elected councillors. Members discussed putting together a strategy and plan framework to retain councillors. The Parish Council RESOLVED that a working party consisting of the Chairman, Vice Chair and Cllr Smith be set up to develop a strategy to support new councillors and to bring the results before the next Parish Council meeting.

#### **2367. URGENT MATTERS ARISING**

There were no urgent matters.

#### **2368. MUGA: TO PROGRESS THE PROJECT FOLLOWING THE GRANTING OF PLANNING PERMISSION BY CDC.**

The meeting noted that the MUGA had been granted planning permission by CDC on 3 March. A copy of the planning permission will be circulated to members. The Committee discussed the project and how to progress it. Members were informed that the CDC grant application for £37,500 will be decided on 30 March.

The Council RESOLVED the following:

- To ask CDC to clarify the hours of use condition.
- To delegate to the Finance Committee the funding requirements for the project.
- To re-advertise the project to seek competitive quotes and to comply with Financial Regulations.
- To request the use of Section 106 funds for the project.

**2369. LOCAL DEVELOPMENT FRAMEWORK UPDATE**

The Planning Consultant has been asked to put together a report to justify Tangmere not being identified as a hub. A fixed cost had been set for the report. The LDF working party will meet once the Planning Consultant's report has been received.

**2370. COMMUNITY KITCHEN UPDATE**

The Committee RESOLVED that the project should be called the Community Garden rather than Community Kitchen. The Chairman gave a brief update: the clearance is taking place tomorrow, the pig arc is being prepared and planting areas marked out. The Vice Chair was congratulated on organising the fencing. The meeting noted that the gates will be padlocked and an electrical fence will be installed to prevent the pigs from escaping. Members of the public will not be allowed to feed the pigs as there are strict diet rules for pigs. The VC Chair volunteered to monitor the livestock daily. The status of the Community Garden was discussed and will be formalised at the next Finance Committee meeting.

**2371. TO DISCUSS AND RESPOND TO PLANNING APPLICATIONS TG/010/006381/DOM & TG/10/00639/LBC 2 CHURCH FARM HOUSE, CHURCH LANE, TANGMERE.**

Both applications are to be circulated to all members and returned to the Clerk within the deadline.

**2372. GRANT: SUGGESTIONS FOR ORGANISATIONS THAT MAY BENEFIT FROM A SMALL GRANT**

Members RESOLVED to award a grant of £50 to the Citizen Advice Bureau and to delegate the authority to the Vice Chair and the Clerk for the allocation of the remaining £105 of grant funds.

**2373. TO DISCUSS STORAGE OF PARISH COUNCIL DOCUMENTS AND TO APPROVE REGISTERING THE PARISH COUNCIL FOR DATA PROTECTION ACT**

The Parish Council AGREED to register the Council under the Data Protection Act to fulfil its legal obligation. The Clerk is to ensure that the Council is correctly registered. To reduce the amount of paper stored the Council AGREED that the Clerk should scan and store documents as pdf documents.

**2374. CORRESPONDENCE**

The Clerk reported that the following correspondence had been received:

- (a) CDC: Annual Parishes Meeting; documents arising from meeting - noted.
- (b) SALC Winter Bulletin – noted.
- (c) CDC: Chichester in Partnership Newswire - Edition 2 - noted.
- (d) Chichester Sub District of Chichester District Association of Local Councils: next meeting Monday, 29 March - noted.
- (e) Airfields of Britain Conservation Trust: Help save Britain's Airfields - Petition 2010 – Clerk to complete.
- (f) Emails from resident regarding MUGA noise assessment – a response had been sent to each email and item discussed earlier in the meeting.

- (g) WSCC: West Sussex Rural Forum 23 march 9.30am-1pm Billingshurst; Rural Affordable Housing – delivery and innovation during a recession - noted.
- (h) WSCC: potholes – noted.

One member of the public left the meeting.

#### **2375. ENVIRONMENT COMMITTEE**

The Council received the minutes of the Environment Committee meetings held on 26 January 2010.

The Committee Chair gave the following updates:

- **Crockerhill Roundabout:** being progressed.
- **Pelican Crossing:** the provision of crossings is allocated on points and Tangmere has jumped up the waiting list. The allocations will be approved in the summer.
- **Perrymead:** a Building Control Officer arranged a site visit to evaluate the building but was uncertain if enforcement could be used. The Officer is going to write a letter to the owner. The Chairman had received a call from the owner who intends to submit a planning application for four buildings on the site. The Parish Council will await the application.

#### **2376. VILLAGE CENTRE COMMITTEE**

The Council received the minutes of the Village Centre Committee held on 9 February 2010.

- **Risk Assessment:** the forms have been sent to user groups and three have been returned.
- **Toilets Refurbishment:** three quotes received a contractor is to be appointed shortly.
- **Crockery:** one hundred place settings have been purchased.
- **Paragraph 472.1 Letting Fees:** the Council RESOLVED that the letting charges remain unchanged for the financial year 2010/11 due to the current level of rental income (for copy see Minute Book).

#### **2377. FINANCE COMMITTEE**

The Council received the minutes of the Finance Committee held on 1 and 23 February 2010.

- **Internal Audit:** will take place on 10 May.
- **Community Garden:** £2,500 is in the Parish Action Plan Initiatives budget.
- **Spitfire Court:** the project is near completion.
- **Paragraph 615.2 Clerk's Appraisal:** The Council RESOLVED that the Clerk be awarded an increment of one Spinal Point as of 1 April 2010 as a result of her annual appraisal and an additional increment be awarded for obtaining the CiLCA qualification.

#### **2378. ANY OTHER MATTERS FOR INFORMATION**

There were no other matters for information.

**Date of next meeting: Thursday, 13 May 2010**