

MINUTES OF THE MEETING OF EASTERGATE PARISH COUNCIL HELD IN EASTERGATE PARISH HALL ON THURSDAY 4TH OCTOBER 2018 AT 7.30 P.M.

Present: Mr C Allington: Mrs H Kilroy: Mr R New: Mr P Cramp:

In attendance: Alison Crabb (Locum Clerk): County Councillor Mr D Whittington: District Councillor Mr C Hughes: Mrs N McMaster, Community Facilities Manager and 2 members of the public

PUBLIC QUESTION TIME

206. Two representatives of retail operators in Barnham Square were in attendance and asked about the recent meeting held with the owners of Barnham Square in respect of the possible regeneration project for the area. They were concerned that the first they had heard of any possible regeneration proposal and the impact that might have on the local businesses was through mention of the recent meeting in the local parish magazine. The Chairman was surprised by the comment as at the meeting that took place both Parishes (Barnham and Eastergate) had been assured that retail operators had been informed of possible regeneration plans coming forward in due course. The Chairman informed those present that a further meeting was taking place on 9th October and the first item he would raise was the concern about a lack of communication with the local businesses and inform them of the response.

MINUTES

207. The minutes of the meeting held on 30th August had been circulated with the papers for the meeting and it was noted that there were two inaccuracies that needed correcting in minute 192 and 194 and 195. The Chairman annotated the minutes with the proposed amendments and the Council then:

208. **Resolved: That the Minutes of Eastergate Parish Council meeting held on 30th August 2019 be approved, subject to the agreed annotations, as an accurate record of the meeting and be signed by the Chairman.**

COUNTY AND DISTRICT COUNCILLORS REPORTS

209. District Councillor, Mr Hughes, made mention of a recent briefing given to ADC Members on a Transformation Strategy for West Sussex Police, which aimed to focus on keeping communities safe. Mr Allington mentioned the fact that, as part of the S106 agreement with Cala Homes, Sussex Police were asking for £58,000 to add another officer to the Neighbourhood Policing Team. Mr New asked Mr Hughes to take up with ADC why they are not taking into consideration the Government's CIL guidelines and have set the 3000 Strategic Site contribution at '0'. Mr Hughes agreed to seek a response.

BARNHAM AND EASTERGATE PARISH COUNCILS – OUTCOME OF MERGER DECISION

210. The Chairman inserted this as an additional item as Arun District Council's Full Council meeting had considered the recommendation from the Electoral Services Review Committee to approve the merger of Barnham and Eastergate Parish Councils with effect from 1st April 2019. The Council had approved the recommendation and the merger would now take place. Leading up to that date would require a lot of work and the Chairman suggested that a shadow joint Parish Council be put in place meeting some time in November to set out an agenda of

requirements. The main item would be setting a draft precept for the new Council which would need to be agreed early in the New Year. The Chairman then asked for volunteers to sit on the Shadow Council and Mr New and Mr Cramp agreed to join Mr Allington. Barnham Parish had agreed the principle but had yet not nominated representatives. Both Clerks would also be required to attend the meetings.

211. **Resolved: That a Shadow Barnham and Eastergate Parish Council be put in place from early November and that Mr Allington, Mr New and Mr Cramp will represent Eastergate Parish Council, along with the Clerk.**

COMMUNITY FACILITIES AND PROJECT MANAGERS' REPORTS

- 212 The Community Facilities Manager was present and gave a brief verbal update on progress in respect of new regular bookings at the Hall; the recent wedding fayre, which resulted in 3 enquiries for potential bookings but no confirmation as yet; the recent MacMillan coffee morning, which raised £314.16; and Film Nights. She also mentioned that bookings were improving and continuing improvements were being made to the Hall and plans were being drawn up for improvements to the Sports Pavilion in the hope that in the future funds might be forthcoming from S106 contributions from future developments. The Chairman informed the Council that the budget in respect of income and expenditure was improving month on month and the Manager must be commended for her work in bringing the Hall into profit.

The Project Manager was not present, but the Chairman had spoken with him about future work particularly looking forward to the merger of the Parish Councils. It had been agreed that he could invoice for grant funding work and website maintenance work for at least the next six months. The Project Manager had also looked into changing gas and electricity suppliers and had circulated a proposal for consideration. After a short discussion the Council agreed to go with the lowest priced providers but with only a 12 month contract. The Project Manager has also sent information about an Arun and Chichester Funding Fair at Chichester University that he thought would be worth attending on behalf of the Parish Council. The Council agreed to ask the Project Manager to attend.

213. **Resolved: That the reports and proposals be accepted in relation to power suppliers.**

PLANNING & ENVIRONMENT

- 214 The Council considered the following new planning applications:

EG/54/18 – Elm Tree Stores signage. The Council agreed to raise no objection.

EG/63/18 – 40 Elm Grove bungalow extension to provide a two storey dwelling. It was agreed a precedent had already been set with other dwellings in Elm Grove and the Council agreed to raise no objection.

EG/64/18 – Flint House, Church Lane – listed building approval for internal alterations. The Council agreed to raise no objection.

The Council also noted that EG/51/18, EG/46/18 and EG/50/18 had all been approved.

The Chairman reported on a meeting he attended at ADC on 3rd October where a discussion took place on the recent letter he prepared and submitted on behalf of both Eastergate and Barnham Parish Councils in respect of the Parish Housing Allocation. That letter had included detailed analysis of planning approval and builds in the Parishes which showed that the Barnham and Eastergate Neighbourhood Plan had more than met its allocation and that the Parishes should not be required to find any further sites by updating the Neighbourhood Plan. At the meeting ADC informed the Parish representatives that it was proposed that the figures

they would be using were based on April 2018 (not April 2011 as used in the Councils' letter) which would result in Barnham and Eastergate having to find additional houses. This was met with a lot of consternation and discussions will continue.

Sustainability Appraisal – nothing to report as the Chairman left the meeting at that point.

Poppies on Lampposts to replace purchase of Silent Soldier Silhouette. The Chairman informed the Council that Mrs Allington had agreed to organise a '100 poppies for 100 years' celebration which would see 100 poppies placed on 100 lampposts from Aldingbourne Parish to Barnham Parish (from 27th October until shortly after 11th November). The poppies cost £1000 and £900 will be funded from £300 contributions from each of the three Parish Councils (Barnham, Eastergate and Aldingbourne) with the remaining £100 being obtained from donations from local businesses. The Parish Council noted a vote of thanks to Mrs Allington for her work on this project.

215. **Resolved:**

1. **The Clerk to submit planning application responses, as agreed, to ADC**
2. **The Council approve the expenditure of £300 towards the Poppy project**

216. **CORRESPONDENCE**

The Chairman reported that he would be preparing an internal dispute resolution procedure in respect of the Pension fund. He also reported that Karl Roberts of ADC had been in touch following the Parish Councils' September 2017 letter in respect of BEWAG and infrastructure requirements to arrange a meeting. The Chairman would make contact and set a suitable date.

217. **FINANCIAL STATEMENTS**

The Clerk had circulated copies of bank statements for September and at the meeting the Council agreed to approve the payments. The Chairman informed the Council that he was still awaiting a budget reconciliation with the payments made and would ask the Clerk to progress.

218. **Resolved:**

1. **That the financial statements be approved**
2. **That the Clerk be asked to progress budget reconciliation with payments made**

219. **ANNUAL AUDIT 2017/18**

The Council noted that the Notice of Conclusion of Audit had been received and the external auditors had raised no matters of concern.

220. **REMEMBRANCE DAY CEREMONY**

The Chairman and Council asked for reassurance that all the necessary arrangements for Remembrance Day were in place, including the road closure. As the Clerk was not present that reassurance was not available but would be sought immediately after the meeting. The Community Facilities Manager mentioned that she was organising coffees and teas and cakes and a choir for an event at the Hall after the Ceremony.

221. **Resolved:**

That the Clerk and Project Manager be asked to confirm arrangements are all in place.

222. MEETINGS OF OTHER BODIES

Nothing to note.

223. MATTERS ARISING FROM MINUTES

No issues to note other than agreed amendments.

224. CHAIRMAN'S URGENT MATTERS

Merger already discussed

225. OPEN FORUM

Mr Cramp mentioned that he had attended the Yapton Crossing consultation meeting. It was noted that Walberton Parish Council were not represented. It was also noted that it really was not a consultation and it would appear that it had already been decided what was going to happen, with the gates being down for at least 45 minutes per day in peak periods. Stuart Lyons are concerned about their access and the proposed rearrangement of the Lake Lane junction.

The meeting closed at 9.05 p.m.