

## STOUGHTON PARISH COUNCIL

### Minutes of Parish Council Meeting

Held on: Monday 18<sup>th</sup> May 2015  
At: Forestside Village Hall, Forestside

Present: Councillors:  
Mr Andrew Elms (Chair), Michael Gauntlett (Vice Chair), Alun Alesbury, Sarah Foxall, Graham Hockley, Charles Langmead, Robert Sadler, John Stilwell, Mary Williams

Other:  
Mrs. F. Baker (Parish Clerk), Sandra James (WSCC), 12 residents

Absent: PCSO Booker, Julie Tassell (CDC),

#### 1) Election of Chairman

For the purpose of the election WSCC took the Chair and invited the Council for nominations. Mrs Foxall nominated Mr Andrew Elms; this was seconded by Mr Sadler. No other nominations were received. Cllr James resolved that Mr Elms would become Chair of Stoughton Parish Council for the following year.

#### 2) Election of Vice Chairman

Following election Mr Elms took the Chair and thanked Cllr James. He invited nominations for the position of Vice Chair. Mr Elms nominated Mr Gauntlett; this was seconded by Mr Sadler. Mr Elms resolved that Mr Gauntlett would become Vice Chair of Stoughton Parish Council for the following year.

#### 3) Apologies for absence.

PCSO Booker, Graham Hockley (due to being unavoidably late for the start of meeting)

#### 4) Declaration of Interest by Councillors in matters on the agenda

Mr Alesbury declared a Public Service interest in Item 7 – nomination onto the South Downs National Park

#### 5) Minutes of meeting held on 9<sup>th</sup> March 2015 to be agreed and signed as a true record

It was agreed that the minutes of the Stoughton Parish Council meeting held on Monday 9<sup>th</sup> March 2015 be approved as a true and accurate record and that they be signed by the Chairman.

#### 6) Matters arising from Minutes

- a) **Noticeboards & Fingerposts** – The Clerk updated the Council that they have contacted WSCC for an update of when the Volunteer Development team would be coming to replace the Noticeboard at Racton and install the new Noticeboard at Dean Lane End and also when the fingerposts would be painted. As yet they haven't received an update, but will let the council now when it comes.

- b) **New Homes Bonus** – the clerk will submit an application to try and get some money to help fund the bus stop.

## **7) South Downs National Park Parish Nominations**

Mr Elms asked the Clerk to read out the letter which had been received regarding the Parish nominations onto the South Downs National Park. The Clerk read out the letter which explained the timeline and the process for voting.

Mr Alesbury took time to explain the process of how the representatives of the South Downs National Park are selected. The representation of Parishes is administered by SSALC, there is space for two representatives from West Sussex, two from East Sussex and two from Hampshire.

Mr Hockley proposed that Stoughton Parish Council nominate Mr Alesbury to be a Parish representative and that when the voting papers come through the Clerk votes for Mr Alesbury on behalf of Stoughton Parish Council. This was seconded by Mr Sadler. It was resolved that Mr Alesbury will be nominated by Stoughton Parish Council to act as a Parish representative on the South Downs National Park and that when the voting papers come through the Clerk will vote for Mr Alesbury only, on behalf of Stoughton Parish Council.

## **8) Update on Operation Watershed**

Mr Elms read out the following update which had been provided by Mr John Popplewell, chair of Compton Parish Council.

Following a meeting with Cllr Sandra James and Peter Smith (Operation Watershed WSCC) on Monday 2 March 2015, events have progressed quickly having now met for a tour of the area with Mark Stokes (Balfour Beatty) and representatives of Stoughton (Neil Edden) Westbourne (David Todd) and Southbourne (Roy Seabrook) on Tuesday 10 March 2015.

From that tour the need was identified to produce two Watershed Applications to address the seasonal flooding problems along the B2146/2147 and River Ems.

1. To tackle the pinch point highway flooding at West Marden, Stoughton and Racton
2. To conduct an area surface flood survey from Compton to Westbourne along the B2146/2147 highway and River Ems to identify the manner in which management, containment and release of the water flow can be improved without increasing flood risk to the parishes of Westbourne and Southbourne.

It was also stressed a separate review should be conducted for Westbourne and Southbourne to analyse the complex water ways and flood risks along the Ems route through their Parishes.

Following the meeting with Mr Stokes, Contractors were invited to attend site visits to tender for the Pinch Point Watershed Application and others for conducting the Survey. In all, six companies accepted the invitation to bid for the two applications.

The Pinch Point Application for improving the drainage will address the following locations:

The crossroad junction on the B2146 at West Marden Green

The junction at Old House Lane and the B2146

The junction at Locksash Lane and the B2146

The ditch in Stoughton village centre and ditches alongside the causeway exiting the village north

The Racton junction on the B2146 and B2147

The Flood Survey Application covers the area following the B2146 from Compton to joining the B2147 and River Ems to Westbourne. The survey includes the Ems progress from source through Stoughton and Walderton.

Should our applications be successful, the responsibility of Compton and Stoughton Parish Councils will be to inform and seek permission of the Landowners, where involved, for access to their land. The decision report is in call-in but we should now the outcome by the end of the month.

We will keep you informed as to the progress made and we look forward to your support

Mr Elms and Mr Peter Hughes, flood warden for Walderton agreed to attend the site visit with the

#### **9) Affordable Housing**

Minutes from the previous meeting had been circulated by the Clerk prior to the meeting. Mr Elms invited Mrs Williams to provide an update as the Council representative at the meeting.

Mrs Williams explained that Hastoe had taken over as the new Rural Housing provider; there has been positive feedback on two identified sites; the recreation ground at Compton and a site in Forestside. Hastoe have also confirmed that any new affordable houses built would be held in perpetuity and not available to buy as they would be built on exception sites which would make them exempt from David Cameron's 'Right to Buy' commitment.

#### **10) Insurance**

Came & Co. had searched for the three cheapest quotes. Hiscox Insurance offered the best value with a premium of £316.47 or £300.65, if the Council sign up for a three year commitment. Mr Gauntlett proposed that the Council opt for the three year option, this was seconded by Mrs Foxall, resolved that the Council will pay **£300 for Hiscox Insurance to provide the Parish Council insurance for the next three years.**

#### **11) Approval of Accounts 1<sup>st</sup> April 2014 – 31<sup>st</sup> March 2015**

A copy of the accounts has been circulated and the notice displayed on the Walderton Bus stop noticeboard. Mr Elms read through the accounts and proposed that they be approved; this was seconded by Mr Gauntlett. Resolved that the accounts be signed by the Chairman

#### **12) Appointment of Internal Auditor**

Having met Mr Reynolds early in the year, Mr Elms Proposed that Mr Reynolds be appointed as the Internal Auditor for the financial year 2015/16, this was seconded by Mr Gauntlett. Resolved - that Mr Reynolds be appointed as the Internal Auditor for Stoughton Parish Council.

#### **13) Completion of return for External Auditors, LittleJohns**

Mr Elms read out the Annual Governance statement for the External Auditor and completed as required.

#### **14) Approval of financial regulations**

Following notification from NALC the Clerk has amended the Financial Regulations for the Council, they were circulated prior to the meeting and were agreed by all present that the new financial regulations be adopted.

#### **15) Report from Cllr Sandra James**

Mr Elms invited Cllr James to give an update to the Council. Cllr James had prepared the following update:

...I will be following up in the next few weeks is the formal reply on the improvements to the A27 which we have a commitment from the government but currently no timetable or where the works will commence.

I will also be active in monitoring the impacts of the cost savings which have already been announced at County Hall.

The implications of the additional £12 billion welfare cuts will become more readily understood when the Chancellor makes his fiscal announcement - until then I don't know of any further changes planned at County Hall.

There is the necessary follow up work concerning Ofwat and discharges to Chichester Harbour, their initial reply was not overwhelmingly promising. Again this will be something that I will continue to seek an answer to with the help of others equally concerned.

I have the pre call in decision on the Active Communities project (Emsflow), which I am not at this stage at liberty to tell you suffice to say it looks promising.

There is a formal meeting of the council this Friday at County Hall.

#### **16) Report from PCSO Colin Booker**

Mr Elms read out the following report

I'm afraid I'm on rest days Monday so I'm unable to attend the meeting. I have gone through all of the calls we have received since the last meeting back in March and provided an update for the meeting in my absence: -

- a) On Sunday 29th March a vehicle was broken into in one of the car-parks for the Stansted Estate. A window was smashed and a bag containing an i-pad and various other items was stolen.
- b) Overnight between 29th and 30th March some criminal damage was caused to a horsebox parked by the stables on Holme Farm.
- c) Sunday 26th April a Suspicious vehicle was seen driving along Cooks Lane in Walderton very slowly. There were no reports of any thefts or burglaries.

There have not been any further issues brought to my attention for the area.

Just to make everybody aware there has recently been a number of break-ins to outbuildings and sheds in the villages surrounding the Midhurst / Petworth area. Ride on Lawnmowers and other items of garden machinery have been stolen.

If there are any issues or queries please don't hesitate to contact me.

## 17) Correspondence

A list has been circulated with all the correspondence received, to bring to Council attention are the following;

- a) Arun & Chichester Citizens Advice thanking the Parish Council for their donation
- b) Mr Elms read out the following email from Phil Mason:

Dear Mrs Baker,

As you are probably aware Northern Petroleum recently sold its assets to UK Oil and Gas Investments PLC (UKOG) which included the Markwells Wood site and the planning consent and conditions relating to the site, including the full site restoration.

UKOG are currently evaluating the results of the drilling and testing operations carried out by Northern and to allow time to undertake this work they need to extend the current permission, which is limited to the site restoration and expires on 31<sup>st</sup> March 2015.

An application has been sent to the South Downs National Park Authority (SDNPA) applying for an 18-month extension to allow for the evaluation work to be completed and the restoration to be finalised by the 30<sup>th</sup> September 2016.

The attached supporting statement sets out the reason for the application to extend the current permission beyond 31<sup>st</sup> March 2015.

If you should need any further information before receiving an official consultation from (SDNPA), please do not hesitate to contact me.

I have also sent this information to the village hall committee and arranged for a letter to be delivered to the Forestside residents.

Best regards

Phil Mason.

On behalf of UKOG (GB) Ltd

- c) Mr Elms read out the following email from Mr John Simons;

- i) Can you please follow up on the implementation of the speed limit is at DLE. The speed limit should be along the lines of the one at Compton (30mph) which has a similar bendy road through the village
- ii) The flood channel at DLE between the Railway Bridge and Road Bridge needs further excavation. It currently runs downhill towards the road bridge which causes an artificially high level at the railway bridge. The cost of excavation would be relatively low. Mr Elms will try and get the EA to visit on Friday 29<sup>th</sup> May when out doing the Emsflow visits

- d) New Councillor Workshop on 9<sup>th</sup> July at Boxgrove village hall 1.30pm – 4.30pm

## **18) Planning applications**

A list had been circulated; Mr Elms invited Mr Alesbury to give an update as Chair of the Planning Committee. Mr Alesbury explained that it had been quiet on the planning front with just domestic applications coming forward and nothing controversial.

Following on from the correspondence though there will be plans coming regarding the Markwells Wood Application for an extension on the site by UK Oil and Gas. Mr Alesbury was keen for the Parish to make a decision on what response should be put forward when comments are invited. A discussion took place amongst the Councillors but it was agreed by all present that when the plans are received an comment of 'No Objection' should be reorded

## **19) Cheques paid and received**

None received

Chq 341 – HMRC March PAYE - £91.80

Chq 342 – Clerk Salary & Home Allowance (February £366.95, March £366.95 and home allowance Feb – March £60) - £793.90

Chq 344 – Clerk Salary & Home Allowance (April £367.15, May £3 and home allowance April & May £60) – £794.10

Chq 345 – HMRC April PAYE - £91.60

Chq 346 – HMRC May PAYE – £91.80

Chq 347 – SALC membership – 187.79

Chq 348 – Internal Auditor (p. Reynolds) - £190

Chq 349 – VOID – clerk error

Chq 350 – Broker Network Ltd (insurance) - £300.65

Cheques were signed by Mr Elms and Mr Gauntlet

## **20) Short opportunity for the public to raise questions (to be discussed as agenda items at future meetings)**

No items were raised

## **21) Any other business**

- a) Mr Elms thanked all Cllrs for accepting office and putting themselves forward for another term

If you have any items you wish discussed please inform the Chairman prior to the commencement of the meeting.

No other business was raised.

Meeting was declared closed at 8.37pm

Next meeting will be Monday 13<sup>th</sup> July at 7.30pm, at Walderton Pumping Station, Walderton

Signed: \_\_\_\_\_

(Chairman)

Date: \_\_\_\_\_

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