

MINUTES OF FUNTINGTON PARISH COUNCIL (Virtual) MEETING 7 April 2021

PRESENT: Sheena King (SK)Chair
Pat Young (PY)
Kate Du Port (KDP)
Suzanne Courtney-Bulbeck (SC)

Jane Mottershead (JM)
Jean Simmonds (JM)
Richard Littler (RL)

Louse Goldsmith (WSCC) LG
David Palmer (CDC) DP

MEMBERS OF THE PUBLIC: Five

AGENDA ITEM	NOTES/COMMENTS	ACTION	RESPONSIBILITY
1. Apologies	None	<ul style="list-style-type: none"> • None 	N/A
2. Declaration of Interest	None declared	<ul style="list-style-type: none"> • None 	N/A
3. Minutes of 3 March 2021 meeting	<p>Minutes – Proposed, Seconded and AGREED</p> <p><i>RL asked that Item 8, point 5 - Playground equipment in The Dell – be changed, as he believed an all-round agreement to consult with the Parish, on splitting the available funding between the existing playground and the proposal for another playground at The Dell did not happen. However, on checking the audio recording, when the question was put to the full Council there was neither agreement nor objection to the statement. As there was no formal vote, the word AGREED will be removed but the statement will remain.</i></p>	<ul style="list-style-type: none"> • Post on website 	Clerk
4. Action Grid	<p>Dropbox</p> <ul style="list-style-type: none"> • Clerk confirmed that she had sent out invites to all but was yet to receive confirmation that everyone was able to access Dropbox. <p>Noticeboard at East Ashling</p> <ul style="list-style-type: none"> • JS reported that her husband has carried out the necessary repairs to the Perspex front of the noticeboard and she has submitted invoices to the Clerk totaling £53.49. <p>Memorial for Barbara Roskell and Peter Hall</p> <ul style="list-style-type: none"> • JM confirmed that the WSCC approved plan to tidy up and plant flowers on the scrubland on Downs Street is moving forward. 	<ul style="list-style-type: none"> • Resend invite • Add to May cashbook • None 	Clerk Clerk N/A

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5. Public Questions	<p>AONB status of Chichester Harbour and East Head</p> <ul style="list-style-type: none"> • A query was raised regarding a rumour that the AONB statuses of both Chichester harbour and East Head were to be removed. • DP and LG as District Councillor and County Councillor respectively confirmed that they had heard nothing about this. • A member of the public who is on the Bourne’s Forum also said that this was just a rumour and that all should work to stopping the spread of the rumour. 	<ul style="list-style-type: none"> • None 	N/A
6. Receive Reports			
a) County Councillor Report	<ul style="list-style-type: none"> • LG stated that she had been unwell for the last four weeks and therefore had nothing to report on behalf of the County Council. • She reported that she will not be standing for re-election at the County Council Elections to be held in May. After 15 years as a County Councillor this is to be her last meeting. • SK gave the thanks for all her hard work over the years and this was unanimously endorsed by the Full Council. 	<ul style="list-style-type: none"> • None 	N/A
b) District Councillor Report	<ul style="list-style-type: none"> • DP reported that the monthly meeting for the Member Officer Group would meet this Friday (09 April 2021). • Ahead of the meeting the Officers produced a paper which demonstrated a vast improvement, stating that the current pressure is bearing fruit. Key points mentioned: <ul style="list-style-type: none"> ○ It is proposed that new traveler settlements are to be restricted to 15 pitches. It was confirmed that this will only apply to future policy and will not have any impact on existing sites. ○ DP felt that they have not yet defined the issue of dominance, nor are they treating villages as measurable units which define the base area against which dominance should be measured. • DP reported that he has put in his amendments. He also thanked JM for her hard work, stating that the pressure she has applied on the G and T issue is now seeing results. • The Overview and Scrutiny Committee are to meet with Southern Water (SW) on Thursday 08 April 2021. SW has recently been accused of various failings which are hoped to be addressed. • Ahead of the meeting SW have today made a series of announcements in an attempt to address the failings and respond to the growing sense of pressure. 	<ul style="list-style-type: none"> • 	N/A

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	<ul style="list-style-type: none"> • As of the 1 April 2021, the Wednesday and Friday Farmer’s Market are to reopen in the middle of Chichester. • DP reported that there had been no progress made on the Local Plan, issues which remain unresolved: <ul style="list-style-type: none"> ○ Southern Water ○ Stockbridge Link Road. • March 2023 is the current Local Plan completion date but DP believes this is not achievable. 		
<p>7. Neighbourhood Plan</p>	<ul style="list-style-type: none"> • JM reported that the Planning Consultant (Oneill Homer) cannot be appointed until the plan has been accepted by SDNP. • It is still hoped Chris Patterson of SDNP will attend the proposed Zoom Public meeting in May; date to be confirmed. • Clerk reported on the logistical complications of distributing a leaflet to every resident. After discussion with both a leaflet distributor and the Editor of the Village Magazine she proposed that a full page article be placed in the Village Magazine as a more economically viable solution. She confirmed that there will still be the need to carry out a leaflet drop to the roads which do not receive the magazine and suggested a works party be formed for this. • SK requested that leaflets were also printed for distribution via local businesses. • JM confirmed that as long this process was properly recorded, it would fill the consultation criteria required. • It was AGREED by formal vote that an article to be placed in Village and Parish magazines, on noticeboards, on the website and that leaflets be hand delivered to outstanding addresses and placed in shops / pubs. 	<ul style="list-style-type: none"> • Send follow up email to Chris Patterson SDNP • Date of consultation to be confirmed • Full page article to be placed in the Village and Parish Magazine 	<p>JM</p> <p>JM</p> <p>Clerk/JM/SK</p>
<p>8. Playground Equipment at the Dell and West Ashling Playground</p>	<p>WA Playground</p> <ul style="list-style-type: none"> • JM made reference to a document she had previously circulated. • JM stated that as the WA playground was 20 years old and in the past has previously been poorly maintained. As a result it is in need of replacement and the Parish Council has an obligation to maintain it. • SC argued that the WA playground 2019 ROSPA report had classified the playground equipment as low risk and argued that the proposed plan is not to maintain but replace the equipment which she feels is a different point. • PY seconded that money needed to be spent on improving the playground and that in 		

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	<p>order for this to be economically viable, the work should be carried out over 3 years.</p> <ul style="list-style-type: none"> • The 3 quotes received for the playground works were discussed. As per the agreed Business Plan, the proposed £30,000 is to be spent over a three-year period. <ul style="list-style-type: none"> ○ Phase 1 – Replacing the playhouse and adding accessible roundabout. ○ Phase 2 – replacing the swings and adding accessible basket swing. ○ Phase 3 – replacing some of the components on the multipurpose equipment and adding to the trim trail. • This proposed 3 year plan of replacement and improvement was AGREED to by formal vote. • SK asked for feedback on which company the Council chose to carry out the works. It was agreed that in order to decide on a company a budget for each of the three years needed to be agreed on. • Discussion regarding the budget and raising of the funds needed. The clerk raised her concerns as RFO that this needed to be a decision made by the finance committee for deciding to spend such a large amount of money. • It was AGREED by formal vote that the three companies would be asked for a breakdown of costs for the works to be carried out over three years and then allocate the budget accordingly. <p>The Dell</p> <ul style="list-style-type: none"> • JM gave a summary of what she believes are the full facts on the Dell and the need to add disabled access throughout the Dell and disabled parking if play equipment is added. She therefore strongly disagreed with adding any play equipment. She is in favour of logs, hopscotch and bug trails being added. • RL offered his agreement, raising his concerns over the cost needed to enable play equipment on the Dell. • In response SC quoted the ROSPA website stipulating that there is only a need for disabled car parking if car parking already exists. • She stated that as children already play on the Dell we actually have a duty of care and moral obligation to improve accessibility for all. She therefore suggested the possible inclusion of a compressed path track. • SK reminded that disabled access was a separate issue and should be addressed at a later meeting. • SK also stated that there was definitely misinformation in the Parish and that a 	<ul style="list-style-type: none"> • Ask companies for amended quote 	<p>JM</p>

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	<p>playground on the Dell had never been proposed or discussed. What had been discussed was the inclusion of a non-impacting / in keeping 'imagine installation' to enhance not detract from the space.</p> <ul style="list-style-type: none"> • It was AGREED with a formal vote that no extra play equipment would be put on the Dell at this time. 	<ul style="list-style-type: none"> • None 	<p>N/A</p>
<p>9. Website Update</p>	<ul style="list-style-type: none"> • SK reported that: <ul style="list-style-type: none"> ○ The home page of the website has now been updated to include a noticeboard. ○ The neighbourhood Plan has its own page to accommodate the large quantity of documents which will be associated with it. ○ A search function has been added to the website. • It was requested that the results of the Parish Survey could be added and this was agreed. 	<ul style="list-style-type: none"> • Add Parish Survey 	<p>SK / PY</p>
<p>10. Location of Noticeboard</p>	<ul style="list-style-type: none"> • The Clerk read out the quotes submitted by Mike Reed for the replacement and new installation of the noticeboard at Heather Close, West Ashling: <ul style="list-style-type: none"> ○ £150 to include removal of the old noticeboard and tidying up of area. ○ Additional £100 for weeding and re-seeding the area. • JM asked whether the site at Down Street, West Ashling could be considered. It was agreed that the Clerk would contact Mike Dare of Highways to ask if this was an option. 	<ul style="list-style-type: none"> • Contact Highways 	<p>Clerk</p>
<p>11. Memorial Bench</p>	<ul style="list-style-type: none"> • The newly proposed bench and memorial wording were previously circulated to Councillors. • It was AGREED that these were suitable. 	<ul style="list-style-type: none"> • Contact family 	<p>Clerk</p>
<p>12. Litter Picking</p>	<ul style="list-style-type: none"> • KDP reported that having looked at the potentially unnecessary cost of FPC purchasing litter picking equipment, she would favour instead promoting the CDC campaign – 'adopt an area'. CDC will lend all necessary equipment to facilitate a litter pick before collecting all rubbish. • KDP requested that we include a brief article on the website to inform people of the campaign to encourage litter picks. 	<ul style="list-style-type: none"> • Add article to website 	<p>Clerk /KDP</p>
<p>13. Pony Paddock</p>	<ul style="list-style-type: none"> • SK asked for an update on the status of the boundary dispute following the topographical survey. • JM stated that the results now need to be registered with the Land Registry. There was nothing conclusive to prove that the fence has been moved. There was evidence that 	<ul style="list-style-type: none"> • Register boundary with Land Registry 	<p>Clerk / JM</p>

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	<p>either the barn in the property adjacent to the paddock was built in the wrong place or the fence had been moved as the Planning Application plans and the survey do not match.</p> <ul style="list-style-type: none"> • If this is to be investigated at this stage, it is a planning issue which would require an enforcement order. • It was agreed that the fence line would be monitored moving forward now that a map had been produced. 		
<p>14. SIDs Update</p>	<ul style="list-style-type: none"> • SID's report produced by KDP had been previously circulated. This was a comprehensive report detailing the SID and VAS assets currently owned and used, as well as the summary of quotes for the new SID posts. • KDP stated that all data is downloaded and ready to use but due to the volume, parameters of information required for planning or speed limit adjustment would have to be decided and applied. • She stated that as the Council currently only has one laptop, data was not currently collected from all sites. Should this be required a second laptop would be needed. • PY asked that a reduction in speed limit to 20mph be investigated for West Ashling. It was suggested that Westbourne PC be contacted as they have already implemented this. WSCC Highways would also need to be contacted. • It was AGREED by formal vote that SID posts be approved for the new sites at Hares Lane and Mill Road. • It was AGREED to use Wilbar Associates (£1,548.15 + vat) who submitted the cheapest quotations and have been extremely responsive and easy to work with. • After discussion regarding collecting data in East Ashling, KDP stated that the VAS units do collect some data however, the capability of the unit needs to be investigated, in order to make a decision on the need for a second laptop. • It was suggested that a Community Speedwatch Initiative be investigated having been used in the past. Training is open to all and these record the identity of the vehicle which can be used if necessary by the Police. 	<ul style="list-style-type: none"> • Investigate 20mph speed limit for W Ashling • Contact Wilbar Associates to award contract • Investigate the VAS data collection • Investigate Speedwatch 	<p>PY / JM</p> <p>Clerk</p> <p>KDP</p> <p>KDP / SK / Clerk</p>
<p>15. Business Plan</p>	<ul style="list-style-type: none"> • SK updated that the Business Plan is now on the website. 	<ul style="list-style-type: none"> • None 	<p>N/A</p>
<p>16. Planning</p>	<ul style="list-style-type: none"> • Planning Applications and Decisions for weeks 10-14 were sent out to all Councillors. • These will be discussed at the Planning Meeting 08 April 2021 and JM reported there was nothing contentious to raise with Full Council. 		

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<p>17. Finance</p>	<ul style="list-style-type: none"> Cash book presented - already circulated to FPC members. <p style="text-align: center;"><u>FUNTINGTON PARISH COUNCIL</u> <u>Financial Statement as at 31 March 2021</u></p> <p><u>Statement Balances as at 31 March 2021</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current Account</td> <td style="width: 20%; text-align: right;">£ 8,878.84</td> </tr> <tr> <td>Saver Account</td> <td style="text-align: right;">£ 56,693.10</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£ 65,571.94</td> </tr> </table> <p><u>Income Already Received</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 20%; text-align: center;"><u>Account</u></th> <th style="width: 40%; text-align: center;"><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>03-Mar-21 Carter</td> <td style="text-align: center;">Current</td> <td style="text-align: right;">£ 60.00</td> </tr> <tr> <td>08-Mar-21 Interest</td> <td style="text-align: center;">Saver</td> <td style="text-align: right;">£ 1.41</td> </tr> <tr> <td>Total Income</td> <td></td> <td style="text-align: right;">£ 61.41</td> </tr> </tbody> </table> <p><u>Payments Already Made</u></p> <p><u>Reconciled Balances as at 31 March 2021</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current Account</td> <td style="width: 20%; text-align: right;">£ 8,878.84</td> </tr> <tr> <td>Saver Account</td> <td style="text-align: right;">£ 56,693.10</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£65,571.94</td> </tr> </table> <p><u>Payments Due 1 March 2021</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 10%;"></th> <th style="width: 10%;"></th> <th style="width: 10%;"></th> <th style="width: 10%; text-align: center;">Net</th> <th style="width: 10%; text-align: center;">VAT</th> <th style="width: 10%; text-align: center;">Gross</th> </tr> </thead> <tbody> <tr> <td>01-Apr-21 Clerk V Williams</td> <td style="text-align: center;">Online</td> <td>Clerk Salary</td> <td></td> <td style="text-align: right;">£563.10</td> <td></td> <td style="text-align: right;">£563.10</td> </tr> <tr> <td>01-Apr-21 HMRC V Williams</td> <td style="text-align: center;">Online</td> <td>Clerk Tax</td> <td></td> <td style="text-align: right;">£110.60</td> <td></td> <td style="text-align: right;">£110.60</td> </tr> <tr> <td>01-Apr-21 WSALC Limited</td> <td style="text-align: center;">Online</td> <td>WSALC and NALC Subscription</td> <td></td> <td style="text-align: right;">£505.04</td> <td></td> <td style="text-align: right;">£505.04</td> </tr> <tr> <td>01-Apr-21 All Aspects Gardening</td> <td style="text-align: center;">Online</td> <td>Play Area Maintenance</td> <td></td> <td style="text-align: right;">£200.00</td> <td></td> <td style="text-align: right;">£200.00</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td style="text-align: right;">Total Payments to be made</td> <td></td> <td style="text-align: right;">£ 1,378.74</td> </tr> </tbody> </table> <p><u>Balances After Payments</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current Account</td> <td style="width: 20%; text-align: right;">£ 7,500.10</td> </tr> <tr> <td>Saver Account</td> <td style="text-align: right;">£ 56,693.10</td> </tr> <tr> <td>SDNPA CIL Grant allocated to Funtington & District Village Hall</td> <td style="text-align: right;">-£ 23,794.08</td> </tr> <tr> <td>Travellers Planning Applications provision</td> <td style="text-align: right;">-£ 15,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£ 25,399.12</td> </tr> </table> <p>AGREED</p>	Current Account	£ 8,878.84	Saver Account	£ 56,693.10	Total	£ 65,571.94		<u>Account</u>	<u>Amount</u>	03-Mar-21 Carter	Current	£ 60.00	08-Mar-21 Interest	Saver	£ 1.41	Total Income		£ 61.41	Current Account	£ 8,878.84	Saver Account	£ 56,693.10	Total	£65,571.94					Net	VAT	Gross	01-Apr-21 Clerk V Williams	Online	Clerk Salary		£563.10		£563.10	01-Apr-21 HMRC V Williams	Online	Clerk Tax		£110.60		£110.60	01-Apr-21 WSALC Limited	Online	WSALC and NALC Subscription		£505.04		£505.04	01-Apr-21 All Aspects Gardening	Online	Play Area Maintenance		£200.00		£200.00	Total				Total Payments to be made		£ 1,378.74	Current Account	£ 7,500.10	Saver Account	£ 56,693.10	SDNPA CIL Grant allocated to Funtington & District Village Hall	-£ 23,794.08	Travellers Planning Applications provision	-£ 15,000.00	Total	£ 25,399.12	<ul style="list-style-type: none"> Make payments 	<p>Clerk</p>
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<p>18. AOB</p>	<ul style="list-style-type: none"> JM wanted to formally thank Carol Donelly for assisting in the pavement clearance works where the new Bollards have been placed. KDP also thanked Jane Blaydes for her help in reinstating the grass verge where the bollards have been erected opposite the Fox and Hounds Pub, and also thanked the anonymous donation by a resident of 5kg of grass seed used. The new editor of the Parish Magazine has asked for an article about the re-seeding works. SK reported that the Government is not extending the use of remote meetings and that after 7 May 2021 meetings in person will resume following all Covid Guidelines. 	<ul style="list-style-type: none"> None Submit article Send out new regulations Add to agenda 	<p>N/A</p> <p>KDP</p> <p>SK</p> <p>Clerk</p>																																																																												

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19. Date of next meeting	<ul style="list-style-type: none"> Wednesday 5 May 2021 Time 6:00 pm 	<ul style="list-style-type: none"> Post agenda on website and noticeboards 	Clerk
Meeting Closed	Meeting closed at 19.58 pm	None	N/A

Signed..... Chairman

All reports are available in full on the website: <https://www.funtingtonpc.org>