

**NOTES OF THE INQUORATE FUNTINGTON PARISH COUNCIL MEETING
05 APRIL 2023**

PRESENT: Sheena King (SK) Chair
Pat Young (PY)

Richard Littler (RL)

MEMBERS OF THE PUBLIC: 8

AGENDA ITEM	NOTES/COMMENTS	ACTION	RESPONSIBILITY
1. Welcome	SK welcomed all to the meeting but stated that as it was inquorate no decisions could be made.	• None	N/A
2. Apologies	Jean Simmonds, David Ash, Bob Mousley David Palmer (CDC) – District Councillor, Julian Joy (WSCC) County Councillor	• None	N/A
3. Minutes of 01 March 2023 meeting	Due to the meeting being inquorate, the minutes of the previous meetings will be approved at the next meeting in May.	• None	Clerk
4. Declaration of Interest	None declared	• None	N/A
5. Action Grid	<p>CDC King’s Coronation grant application for a gate for the playground</p> <ul style="list-style-type: none"> An application for CDC grant for the maximum £500 to contribute towards a new gate for the playground as part of the King’s Coronation had been processed. <p>Keys for WA Noticeboard</p> <ul style="list-style-type: none"> These have now been received from the Noticeboard manufacturer. <p>Funtington noticeboard</p> <ul style="list-style-type: none"> This is now at the final stages of manufacture with the installation contract previously awarded to Noticeboards Online. <p>Planning Flowchart</p> <ul style="list-style-type: none"> A planning flowchart has been drafted to manage any future Appeal Hearings. <p>Planning Enforcements</p> <ul style="list-style-type: none"> CDC Enforcement Manager Shona Archer has agreed to meet with FPC to discuss the future of Enforcements. <p>West Ashling and Funtington District Village Hall Minutes</p> <ul style="list-style-type: none"> Following an enquiry by a member of the public as to why the minutes of the West Ashling and Funtington District Village Hall were no longer available on the hall website, Cllr Simmonds had earlier confirmed that, as the hall is a charity, this was not required by law. However, the Trustees confirmed that in future news would be posted on the website. 	• None	N/A

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6. Open Forum	<p>Qu. Will the noticeboard in West Ashling be available for community access on the receipt of new keys?</p> <p>A. it was felt that, in the interests of security, keys should not be kept with the noticeboard. Instead, a poster has been displayed on the noticeboard advising anyone who would like a notice posted to contact the Clerk with either the digital poster for printing or to enable access.</p>	<ul style="list-style-type: none"> None 	N/A
7. Receive Reports	None received.	<ul style="list-style-type: none"> None 	N/A
8. Grants 2023 / 24 2023/24	Due to the meeting being inquorate, the grant applications which require a decision could not be discussed.	<ul style="list-style-type: none"> Add to May Agenda 	Clerk
9. Planning	<p>Planning Applications / Decisions</p> <p>i. Week 10</p> <p>a. CDC Decision Case No: FU/22/03111/FUL & FU/22/03112/LBC Location: Northlands House, Flat 9, Salthill Road Funtington West Sussex PO19 3P Proposal: Retrospective installation of a flue for a gas boiler. Decision: PERMIT</p> <p>ii. Week 11 No Applications or Decisions for Funtington</p> <p>iii. Week 12</p> <p>a. SDNP Decision Case No: SDNP/21/06372/FUL Location: Birchwood, Lye Lane, East Ashling, PO18 9BB Proposal: Conversion of the stable for ancillary residential accommodation for disabled mother. Decision: REFUSED</p> <p>b. SDNP Decision Case No: SDNP/23/00424/TCA Location: Cobdens, Sandy Lane, East Ashling, West Sussex, PO18 9AT Proposal: Notification of intention to fell 4 no. Leyland Cypress trees (T1-T4) and 1 no. Lawson Cypress tree (T5). Pollard down to 2.5m on 1 no. Hazel tree (T6). Crown reduce by 20% (all round) on 1 no. Lime tree (T7) and 1 no. Beech tree (T8). Decision: RAISE NO OBJECTION</p> <p>iv. Week 13</p> <p>a. CDC Decision</p>		

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	<p>Case No: FU/22/03158/FUL Location: Research Establishment Common Road Funtington West Sussex PO18 9PD. Proposal: Installation of 4 no. storage ISO shipping containers with personal door. Decision: PERMIT</p> <p>b. SDNP Decision Case No: SDNP/23/00365/TCA Location: West Ashling Mill, Down Street, West Ashling, Chichester, West Sussex, PO18 8DS Proposal: Notification of intention to crown reduce by 30% on 1 no. Salix babylonica tree (T1). Reduce height and north, south and east sectors by approx 30% on 1. no Salix babylonica tree (T2). Reduce heights by approx. 7m on 5 no. Salix fragilis trees (T3-T7). Decision: RAISE NO OBJECTION</p> <p>Consultation Letter Received 31/03/23 Case No: SDNP/23/01129/HOUS Location: Vivans House, Downs Road, West Stoke, Funtington, West Sussex, PO18 9BP Proposal: Erection of single storey rear extension.</p> <p>Only one member of the Planning Committee was present, this application will therefore be discussed separately by the Planning Committee</p>	<ul style="list-style-type: none"> Email Planning Committee Members 	Clerk
<p>10. West Ashling Playground</p>	<p>Update on Remedial Works</p> <ul style="list-style-type: none"> SK reported that the installation works were now complete but that meetings are now programmed to discuss the necessary fence improvements: <ul style="list-style-type: none"> KC Fencing – Thursday 6th April Sovereign Playgrounds – Monday 24th April 	<ul style="list-style-type: none"> Add to May Agenda 	Clerk
<p>11. Noticeboard West Ashling</p>	<p>Due to the meeting being inquorate this item which required a decision could not be discussed.</p>	<ul style="list-style-type: none"> Add to May Agenda 	Clerk
<p>12. Speed Policy</p>	<ul style="list-style-type: none"> SK reported that the initial meeting of the Community Highways Scheme working group had taken place in March. She reiterated that this application required substantial information including: <ul style="list-style-type: none"> Detailed mapping. What3Words references. Excel spreadsheet detailing all information. Photos of specific areas of concern/controversy/importance must be included for each village. 	<ul style="list-style-type: none"> Report at May meeting 	CHS Working Group

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	<ul style="list-style-type: none"> ○ Consultation which requires 70% of parishioners who respond to support the principal of speed reduction measures. • The working group is to meet again at the end of April. 		
13. Posters for Kingley Vale	<ul style="list-style-type: none"> • SK reported that PCSO Totoriene had been unable to provide posters. • The PC hold a Police poster previously used. However due to the meeting being inquorate a decision on whether to print and display these could not be made. 	<ul style="list-style-type: none"> • Add to May Agenda 	Clerk
14. Pony Paddock	<p>Annual Review of Rental Charge Due to the meeting being inquorate, this item which required a decision, could not be discussed.</p>	<ul style="list-style-type: none"> • Add to May Agenda 	Clerk
15. Neighbourhood Plan (NP)	<p>Finances</p> <ul style="list-style-type: none"> • The £9,629.76 unspent grant money has now been returned to Groundworks. 	<ul style="list-style-type: none"> • None 	N/A
16. Finance			
a) Consider and approve monthly cashbook	Due to the meeting being inquorate only the following payments could be approved by the Chair. All other payments would be presented at the May meeting.		

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	<p>Statement Balances as at 31 March 2023</p> <table border="1"> <tr> <td>Current Account</td> <td>£16,137.47</td> </tr> <tr> <td>Saver Account</td> <td>£66.70</td> </tr> </table> <p>Income Already Received</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Details</th> <th>Account</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>02-Mar-23</td> <td>Carter</td> <td>Current</td> <td>£60.00</td> </tr> <tr> <td colspan="3">Total Income</td> <td>£60.00</td> </tr> </tbody> </table> <p>Payments Already Made</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Details</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>24-Mar-23</td> <td>Groundworks</td> <td>Grant Repay</td> <td>£9,629.76</td> <td>£0.00</td> <td>£9,629.76</td> </tr> <tr> <td colspan="5">Totals</td> <td></td> </tr> </tbody> </table> <p>Payments Due 1 April 2023</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Method</th> <th>Details</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>01-Apr-23</td> <td>Clerk V Williams</td> <td>Online</td> <td>Clerk Salary</td> <td>£678.20</td> <td>£0.00</td> <td>£678.20</td> </tr> <tr> <td>01-Apr-23</td> <td>Clerks Expenses</td> <td>Online</td> <td>Office / Mileage</td> <td>£40.70</td> <td>£0.00</td> <td>£40.70</td> </tr> <tr> <td>01-Apr-23</td> <td>HMRC V Williams</td> <td>Online</td> <td>Clerk Tax - 2312</td> <td>£148.65</td> <td>£0.00</td> <td>£148.65</td> </tr> <tr> <td>01-Apr-23</td> <td>Countrywide</td> <td>Online</td> <td>WA Play Area</td> <td>£108.33</td> <td>£21.67</td> <td>£130.00</td> </tr> <tr> <td>01-Apr-23</td> <td>REIMB V Williams</td> <td>Online</td> <td>Paper and Ink shared</td> <td>£44.25</td> <td>£0.00</td> <td>£44.25</td> </tr> <tr> <td>01-Apr-23</td> <td>Westcotec</td> <td>Online</td> <td>Repairs to VAS</td> <td>£118.50</td> <td>£23.70</td> <td>£142.20</td> </tr> <tr> <td colspan="6">Total Payments to be made</td> <td>£1,184.00</td> </tr> </tbody> </table> <p>Balances After Payments</p> <table border="1"> <tr> <td>Current Account</td> <td>£14,953.47</td> </tr> <tr> <td>Saver Account</td> <td>£ 66.70</td> </tr> <tr> <td>Ringfenced funds</td> <td>-£1,778.40</td> </tr> <tr> <td>Total</td> <td>£ 13,241.77</td> </tr> </table> <p>CIL Funds</p> <table border="1"> <tr> <td>Awaiting Report SDNPA CIL</td> <td>£46,087.75</td> </tr> <tr> <td>Report Submitted CDC CIL</td> <td></td> </tr> <tr> <td>Total CIL</td> <td>£46,087.75</td> </tr> </table> <p>Ringfenced Funds</p> <table border="1"> <tr> <td>Travellers Planning Applications provision</td> <td>£1,778.40</td> </tr> <tr> <td>Neighbourhood Plan Grant</td> <td>£0.00</td> </tr> <tr> <td>Total Ringfenced</td> <td>£1,778.40</td> </tr> </table>	Current Account	£16,137.47	Saver Account	£66.70	Date	Details	Account	Amount	02-Mar-23	Carter	Current	£60.00	Total Income			£60.00	Date	Payee	Details	Net	VAT	Gross	24-Mar-23	Groundworks	Grant Repay	£9,629.76	£0.00	£9,629.76	Totals						Date	Payee	Method	Details	Net	VAT	Gross	01-Apr-23	Clerk V Williams	Online	Clerk Salary	£678.20	£0.00	£678.20	01-Apr-23	Clerks Expenses	Online	Office / Mileage	£40.70	£0.00	£40.70	01-Apr-23	HMRC V Williams	Online	Clerk Tax - 2312	£148.65	£0.00	£148.65	01-Apr-23	Countrywide	Online	WA Play Area	£108.33	£21.67	£130.00	01-Apr-23	REIMB V Williams	Online	Paper and Ink shared	£44.25	£0.00	£44.25	01-Apr-23	Westcotec	Online	Repairs to VAS	£118.50	£23.70	£142.20	Total Payments to be made						£1,184.00	Current Account	£14,953.47	Saver Account	£ 66.70	Ringfenced funds	-£1,778.40	Total	£ 13,241.77	Awaiting Report SDNPA CIL	£46,087.75	Report Submitted CDC CIL		Total CIL	£46,087.75	Travellers Planning Applications provision	£1,778.40	Neighbourhood Plan Grant	£0.00	Total Ringfenced	£1,778.40	<ul style="list-style-type: none"> • Make payments 	<p>Clerk</p>
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17. Parish Notices	SK resigned as Chairman and as a councillor from the Parish Council. She was thanked by all members of the public, the Clerk and the Councillors present for all her hard work and dedication over the years and most recently as Chair overseeing a number of successful projects and improvements to the governance and professionalism of the Council.	<ul style="list-style-type: none"> • None 	N/A																																																																																																														
15. Date of next meeting	<ul style="list-style-type: none"> • Thursday 11 May 2023 Time 6:00 pm – West Stoke Village Hall – Annual Statutory Meeting 	<ul style="list-style-type: none"> • Post agenda on website and noticeboards 	Clerk																																																																																																														
Meeting Closed	Meeting closed at 19.36	None	N/A																																																																																																														

Signed..... Chairman

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