

OVING PARISH COUNCIL

*A meeting of Oving Parish Council
Held on Wednesday 23rd November 2005
in the Oving Jubilee Hall commencing at 7.00 pm.*

PRESENT: Mr. C.C. Wood (Chairman), Dr. P.M. Quinnell (Vice-Chairman)
Mrs. S. Bradstock-Smith, Mr. R. Hague, Mr. C. Humphrey,
Mr. J. Richardson, Mr. T. Sellors,

Mr. R. Parsons (Clerk); Cllr. A. Smith (WSCC);
Cllr. S. Quigley (CDC); Mr. D. Moody (community warden)
Mr. A. Blanks, Mr. M. Hunter, Dr. M. McFall, Ms. D. Pitts, Mr.
D. Treagus (residents)

1. APOLOGIES FOR ABSENCE

Mrs. V. Migliorini

2. DECLARATIONS OF INTEREST

Mr. R. Hague declared a prejudicial interest in Planning applications O/05/02605/ADV and O/05/03607/FUL, listed in the schedule, should there be any discussion on them.

3. MINUTES OF MEETING OF 21st SEPTEMBER 2005

The minutes having been previously circulated were approved and signed.

4. MATTERS ARISING

Bus shelters

West Sussex County Council has accepted the suitability of the location on the site of the former shelter at Shopwhyke. Mr. Richard Waite from Chichester D.C. has now taken the matter up with Adshel but nothing further has been heard.

A draft Risk Assessment of the existing shelter at Merston has been carried out and should be presented to the next meeting. The Clerk enquired whether members had any knowledge of a seat belonging to the Parish Council, so this could be Risk Assessed as advised by the Internal Auditor.

Cllr. Quigley joined the meeting

Missing bus stop in Oving High Street.

The replacement should take place in the near future at the same time as other works.

Access to Highfield Recreation Ground.

Permission has been given by Martlet Homes and prices for the work are now being sought.

Public Entertainment Licence – Gribble Inn

Cllr. Quigley advised that CDC has refused an extension to the licence.

Commercial Vehicle Movements – Gribble Lane

VOSA are unable to respond to a Parish Council, only affected residents. CDC are investigating and residents have been asked to assist in logging any non-compliance with planning conditions.

High hedge – Burial ground

It was noted that this has now been reduced in height.

County Local Area Committee

The Chairman had been unable to attend the inaugural meeting of this committee.

CAG

The Clerk has written to express the Council's congratulations to organisers of the Mayhem Ball and sponsored walk.

Jubilee Hall

New licences had been approved and arrangements were working satisfactorily.

Dr. McFall joined the meeting

5. REPORT FROM COMMUNITY WARDENS / PCSOs

Mr. Moody reported concern that people phone the wardens when a crime is being carried out but they need to phone the Police directly as the wardens have no powers of arrest. Incidents since our last meeting include fly tipping at Colworth; youth gathering at two locations causing anti-social behaviour; speeding in Highfield Lane for which a vehicle number is being sought; and vehicle damage in Church Lane. Parking in Gribble Lane is being monitored. Halloween and Bonfire Night had caused no real problems. He had visited Thursdays nightclub to learn about their client management and advise them of incidents in the locality. Members expressed their appreciation for the work of the community wardens.

Mr. Hunter advised that a dustbin had been thrown into the lake at Drewitt's Meadow along with other incidents.

Mr. Richardson joined the meeting

The Chairman and Cllr. Quigley have met with Martin Wright from CDC concerning future funding of the community wardens. Oving is provisionally being asked to pay £6,000 per year from January 2007. Cllr. Quigley is attending a briefing on 28th November.

There was no representative of the Police Community Support Officers present. The Chairman had been invited to a briefing by the Police, immediately following the death of three students on the A27.

6. RESIGNATION OF COUNCILLOR GORDON SPIERS

The Chairman advised on the condition of Gordon Spiers' health and that, as Gordon is unable to fulfil his duties as a Parish Councillor, he has resigned. It was thought that he had served as a parish councillor for at least 17 to 18 years and that his service should be commemorated. The Clerk advised members of the process for filling a casual vacancy. The Chairman reminded members of the difficulty in filling the last vacancy. He told members of the public present that their interest is appreciated and asked them to consider joining the Parish Council. **Resolved that the Chairman and Clerk provide a retirement tribute to Gordon Spiers; and the Clerk to notify the vacancy to CDC.**

7. CORRESPONDENCE FROM RESIDENTS

Mrs. Glue of Church Lane had sent a message via the Oving website to which the Chairman had responded. She queried the Parish Council's stance on the proposed closure of Oving traffic lights and this had been explained to her. The closure of Coach Road is inconvenient. Other issues raised in her message included late deliveries by the Royal Mail, the school bus timetable and unreliability of the new bus service.

The Chairman advised that he has been contacted by the landlord of the Gribble Inn, who is contemplating organising a wheelbarrow race over Christmas through the village. He had been advised to consult with the Police and Highways Dept.

8. HIGHWAYS AND TRAFFIC

a. Shopwhyke Road – proposed speed restriction

Speed detectors had been installed to measure the speed and volumes of traffic and the results of these had been distributed with the agenda. The Chairman had asked WSCC if the findings justify the proposed speed restriction. The Highways Engineer was concerned that introducing a 50mph speed limit might actually increase speeds outside Littlemead School. Traffic calming at Shopwhyke Road was also inappropriate. Following a representation from Mr. Blanks, the Chairman had also enquired about the possibility of a mini-roundabout at the junction of Shopwhyke Road / Tangmere Road / Drayton Lane. He was advised that this would not be possible because of the absence of street lighting, width of the road, poor visibility from one direction; the need to be in a 30 mph zone, and that the frequency of accidents may increase. In the circumstances, the Parish Council felt that there was no further action they could take at present. **Resolved that the Clerk inform the original complainant, Mr. Johnson, of the findings.**

b. Other matters

Pavement works have been carried out in Oving High Street. Some concern was expressed that the surface levels left puddles which can freeze and was too smooth, leading to a potential slip hazard. The Chairman offered to ask WSCC to check the quality of workmanship.

The Chairman has spent considerable time dealing with the public right of way from Coach Road to the A27 Portfield Roundabout. The footpath had not been cleared when others had been done. It is a responsibility of the Highways Agency, but WSCC had agreed to raise the lack of maintenance with them. The footpath has still not been cleared.

9. PLANNING

a. Local Development Framework

The LDF Committee has sent representations to CDC on eleven issues.

b. Enforcement proceedings re: 03/00226/CONCOM

A report had been received from CDC on enforcement issues at the gypsy site at Merston. Officers had recommended taking enforcement action to relocate the caravans and remove a semi-permanent structure but to allow a skip business to continue if restricted to one lorry. A neighbour had been advised by the Chairman before she and Cllr Quigley had attended the CDC meeting to make representations. The officer recommendation concerning the skip business had been rejected and enforcement action is due to be taken on all the issues. The community warden advised that he is monitoring the situation.

c. Schedule of Applications and Decisions

The schedule of applications and decisions appended to the agenda was considered. The Clerk advised that since despatching the schedule, he has learned that three more applications have now been permitted.

d. Planning Committee

The CDC Solicitor has issued guidance on the way in which Parish Councils should consider Planning applications. Oving's procedures may fall short of this. The recommended procedure is very burdensome for smaller parish councils. The matter is being further investigated prior to formal review at our next meeting.

10. HIGHFIELD RECREATION GROUND

a. Lease

The Chairman reminded members that the lease had been signed and the balance paid to our solicitor. The Church Commissioners have now advised of an omission from the lease of a right of way for a third party. Redrafting of the lease is therefore expected at no further cost to the Parish Council.

b. Maintenance

The Clerk advised that ISS Waterers had begun their contract on 1st November 2005. He had met the operators on site. They would be using cyclinder mowers to cut the grass so an improved finish was expected. The outgoing contractor continued to work until 31st October and would like to be considered for any other appropriate work that may arise in the future.

Posters cannot be placed on the notice board on the site and the notice board in Highfield Lane is also in need of repair. **Resolved that Mr. Treagus' offer to repair the board in Highfield Lane be accepted and that the Clerk investigate renewing the recreation ground board.**

c. OCAG minutes and Chairman's report

Minutes of CAG meeting held on 17th October 2005 were approved and signed by the Committee Chairman, Mr. Richardson. Councillors Wood, Richardson and Humphrey have submitted grant applications to CDC for the all-weather area and to Sita Environment Trust for the play area. Over £7,500 has now been raised as partnership funding. A joint Christmas fete with the Friends of St. Andrew's Church is being held on the afternoon of Saturday 3rd December 2005. CAG also hopes to create a family seating area and fundraising efforts are continuing.

11. MINERALS AND WASTE DEVELOPMENT PLAN

New minerals consultation documents have been produced which exclude any sites within the parish. The Waste and Minerals Working Party are responding.

A Public Inquiry into the waste development plan has been postponed as production of the plan is inconsistent with the LDF process.

12. OIVING YOUTH CLUB

Roger England has been pushing WSCC youth service with little response. In the Chairman's view, the youth service has broken down as commitments are never met. OCAG recommends that no further effort be put into the youth club and that its assets be sold to fund other facilities for young people. Another option might be to transfer assets to Tangmere if this club is used by youths from Oving. County Councillor Smith offered to assist in resolving these matters with WSCC Youth Service

13. JUBILEE HALL

In addition to his comment under Matters Arising, Cllr. Humphrey reported they were pleased to welcome the community wardens to their new base at the hall, having relocated from Tangmere.

Mr. Moody left the meeting

14. FINANCE

a. Adoption of Standing Orders and Financial Regulations

Draft Standing Orders and Financial regulations had previously been distributed to members. They are based on NALC model documents with options completed to meet the circumstances of the Council and their adoption had been recommended by the Internal Auditor. **Resolved to adopt the proposed Standing Orders and Financial Regulations.**

b. Draft Budget for 2006/07

A draft budget for 2006/07 had been prepared for consideration by the Council. Significant increases from the original budget for 2005/06 are the Clerk's salary and expenses plus maintenance of the burial ground. New provision has been made for a contribution to the cost of providing Community Wardens and for emptying the dog bin. These were balanced by savings achieved, notably in the cost of maintaining the recreation ground and by income from the Jubilee Hall. It was therefore proposed that the precept should be kept at the same sum of £18,000 as in 2005/06. Notification of the tax base for 2006/07 should be received shortly, enabling the precept for 2006/07 to be agreed at the next meeting.

Income and expenditure for the Community Action Group was shown separately as a balance sheet. It was expected that the balance in the CAG reserve at the end of March 2006 would be £7,500 and grants were being pursued to enable capital expenditure on a new kickabout area and new play area of £35,000 in total. Sums identified for 2006/07 need reworking and the Clerk was asked to calculate a notional interest on the CAG reserve which might be transferred from the General reserve.

c. Approval of Expenditure

A schedule of payments and receipts had been circulated with the agenda. **The schedule was approved.**

d. Budget statement

A budget control statement circulated with the agenda was considered. Expenditure to date for the Community Action Group was now expected to reach £1100. **Resolved to increase the current budget for CAG expenditure to £1100, to be met from increased income.**

15. REPORT FROM DISTRICT AND COUNTY COUNCILLORS

Cllr. Smith advised that Government may be revisiting the issue of unitary authorities based on County boundaries, reflecting increased centralisation. This may affect the relationship between Districts and Counties. Local Area Agreements are being championed to encourage closer working between principal authorities. He also reported that WSCC support to fund community wardens is being encouraged.

Cllr. Quigley reported on the Local Action team meeting which he had attended. The use by volunteers of radar guns to control traffic speed is back on the agenda.

16. MEETINGS ATTENDED BY A REPRESENTATIVE

There were no items of significance.

Cllr. Quigley left the meeting

17. OTHER CORRESPONDENCE AND PUBLICATIONS

The schedule distributed with the agenda was noted. The Clerk queried how he should deal with the number of grant requests received, some of which may be of interest to members. From discussion it emerged that the Parish Council used to support a recent applicant, Chichester CAB, but no budget for grants currently existed. Grants expenditure of £100 has been included in the draft budget for 2006/07 and it was **Resolved that the Clerk collate requests for possible future allocation in the new financial year.** (During discussion of the meeting, Cllr. Humphrey declared a personal interest as Chairman of Worthing and Littlehampton CAB)

NEXT MEETING:

Wednesday 11th January 2005. commencing at 7.00 pm

Future Meetings:

Wednesday 22nd March 2006, Wednesday 17th May 2006

The meeting finished at 9.05pm