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| **SIDLESHAM PARISH COUNCIL**  **Draft Minutes of Parish Council Meeting**  **Held on Wednesday 1oth April 2024**  **The Parish Rooms, Church Farm Lane** | |
| **Present:** Cllr M Mellodey (Chairman), Cllrs A Harland, D Guest, C Hall, M Monnington, T Parsons, N Wade, Cllr P Montyn, (WSCC), Cllr D Johnson (CDC), Mr R Riach & Mr N Robson (SCA), and the Clerk | |
| **1.** | **Welcome & Apologies for Absence** – Cllrs L Ramm, T Tull & V Weller (CDC) |
| **2.** | **Declaration by Councillors of Personal Interests of Items on this Agenda** – None |
| **3.** | **Questions from the Public.** (Exempt Subjects on the Agenda). None |
| **4.** | **Minutes of Last Council Meeting.** |
| **4.1** | Cllr T Parsons proposed, and Cllr A Harland seconded, that the Minutes of the meeting held on the 13th March be approved and signed. All agreed. |
| **5.** | **Matters arising from the above minutes not dealt with in separate items below** - None |
| **6.** | **WSCC Councillor Update** (Cllr P Montyn)  The Chairman congratulated Cllr Montyn on his new position on behalf of the Parish Council. Cllr Montyn gave his thanks and confirmed that this would make no difference to his involvement with Parish Councils.  Cllr Montyn reported roadworks on Mill Lane between the 10th and 16th by SSE but not sure exactly what they are doing.  Cllr Montyn confirmed reporting the pathway issues near Gorse Terraces and will keep us updated. Cllr Hall asked when will the broken pavement opposite the end of Church Farm Lane be repaired. Cllr Montyn stated that presently Highways were inundated with work and priority was being given to roads, but we should report it again and copy him in.  Cllr Montyn asked if we had received any response to our letter to Mr Dare and the Chairman confirmed unfortunately not. Cllr Montyn confirmed he will contact him and let us know the outcome.  Cllr Montyn had nothing further to add and gave his apologies and left the meeting. |
| **7.** | **CDC Councillor Update** (Cllrs D Johnson)  Cllr Johnson informed the PC that CDC are taking funds from their reserves to employ a Liaison Officer specifically for Gypsy and Traveller issues. Cllr Johnson confirmed that Sidlesham has a higher proportion of sites in the Parish than elsewhere and that there are continuing problems throughout the Sussex area. Cllr Johnson stated she received lots of complaints, many regarding Melita Nursery. This engendered extensive discussions regarding these issues in protecting plots of land within the parish, but Cllr Johnson is hopeful that the new Liaison Officer will help towards resolving some of the issues.  Cllr Johnson confirmed the Local Plan was still ongoing, the difficulty being connected to Highways and defending the fact that CDC have come under the housing number quote set by Government. Still hopeful that it will be passed.  Cllr Johnson informed Mr Robson that the reason for the grant application being refused was down to lack of quotes. Cllr Johnson stated the application ticked all the boxes except that one and if Mr Robson could resolve this part, she was confident the application would be successful. However, he will have to wait for the next trenchard of funding. Cllr Johnson also confirmed she was chasing up the Licensing issue.  The Chairman asked Cllr Johnson what was happening with the Pavilion Theatre in Selsey and was informed the Trustees now had the funding necessary to start renovations but envisaged it will become a community hall as it needs to be multifunctional for it to survive. |
| **8.** | **Sidlesham Memorial Recreation Ground.** |
| **8.1** | **Capital Expenditure/Future Projects** – The Chairman welcomed Mr Ryder, the Chairman of SCA and Mr Robson, Treasurer. Mr Robson reported that there had been no capital expenditure this month and after 11 months of business had raised an income of £20,000 with a substantial contribution from the football. However, outgoings accounted for £19,000 of which £4,000 was capital expenditure but Mr Robson stated was pleased with this result. Mr Robson stated that a lot of hard work has taken place to ensure in the black. The biggest cost remains the electricity of which they are still in negotiation with Infinity regarding this. Mr Ryder confirmed that Infinity was up to date with football finance but had failed to settle outstanding Hall costs.  The Chairman informed the PC that Infinity had just been promoted and that the ground was suitable for the next league. This will lead to potential funding, which Mr Robson is aware of, but had has asked for it to be put into writing what they are proposing to offer.  Mr Robson touched on the CDC grant application, stating that due to the fact of having to fund twenty percent themselves, they were limited in the amount they are seeking. However, quotations will be sought to re-apply in May. Cllr Hall asked that Mr Robson be commended for his hard work in applying for the CDC grant.  Mr Robson informed us that they have made a saving to the PC regarding rates, as if they did not receive the extra discount, the PC would have had to pay £9,231.00.  Mr Ryder informed the PC that there are a couple of new leaks from the roof that needed repairing and was asked to seek quotes for us to go ahead with the necessary repairs. Mr Ryder also informed the PC that there was still some necessary outstanding electrical work to be completed to comply with the Electrical Report amounting to £1,600 and asked that this be carried out. It was agreed to proceed.  Cllr Parsons asked Cllr Johnson if there was any other funding available and Cllr Johnson stated she would find out and come back to us. |
| **8.2** | **Ferry Farm Grant**. The Chairman reported that despite a very positive meeting with Mr Nichols, resulting in Cllr Wade being asked to sit on the Grant Panel, between £5,000 to £8,000 being ring-fenced for applications in Sidlesham, we unfortunately have not heard anything further, despite being asked to re-submit our application. The Chairman will chase this up as feels it is very unsatisfactory considering the application ticked all the right boxes for this grant. The Chairman and Vice Chairman will liaise to propose a further discussion on this matter. |
| **8.3** | **Car Park** – The Chairman reported the work has been completed and it was agreed a brilliant job. Cllr Hall noted that there was some growth of grass and the Contractor has been informed and will deal with it accordingly. The Chairman stated he had received an offer from the Company to tarmac extra areas around the building for £4,500, but after discussion it was agreed to hold fire on this for now. |
| **8.4** | **Dog Bin** – The Chairman proposed removing the dog bin and replacing it with a general-purpose bin with lid including signage which will make a saving for the PC. This is due to a change in the law. The Clerk confirmed the costs and after discussion, it was agreed to proceed with this with the caveat if it does not work, we can place the dog bin back. |
| **9.** | **Sidlesham Playground** |
|  | Cllr Hall informed the PC that she had obtained a quote for £450.00 plus VAT from a company that had previously carried out the job of cleaning the playground. After discussion it was agreed to proceed, but the Clerk was asked to confirm the materials including chemicals to be used for this job.  Cllr Hall confirmed the sand had been delivered by a kind donation from Travis Perkins for which the PC send their thanks. Regarding the movement of the sand, discussion has already been ongoing, and it was agreed to wait until the ground is firmer before Cllr Ramm, who has offered his help, can move it. |
| **10.** | **D-Day Flag** |
|  | After discussion it was agreed not to proceed as it was felt that other planned events were more suitable such as the Selsey Beacon Lighting. |
| **11.** | **Neighbourhood Plan**  Cllr Wade confirmed it was now ready for proof reading and asked for two volunteers. Cllrs Guest and Parsons confirmed they would be happy to complete this. Cllr Wade will also send a copy to the Clerk. |
| **12.** | **Fingerposts**  The Chairman stated that requests had been published in the parish magazines to adopt a fingerpost. The Clerk confirmed we had received one response from a parishioner willing to take over the responsibility for the Rotton Row/Highleigh Road Fingerpost and after discussion it was agreed for him to do this providing health and safety issues discussed and implemented. The Clerk also confirmed speaking to Mr Ingram again who is willing to look at the Fingerposts this month and let us have a report as to proposed works etc. Cllr Monnington agreed to looking into the maintenance of the Finger Post in the vicinity of her farm. |
| **13.** | **Correspondence Received**  The Chairman informed the PC of an email from a parishioner who has raised a query about resurrecting Sidlesham Flood and Land Drainage Group (SFLG). Cllr Parsons is already involved with SWISH and after discussion it was agreed in principle that Cllr Monnington will represent the PC. |
| **14.** | **Ratification of Risk Management Policy**  The Chairman proposed and seconded by Cllr Wade to ratify this Policy. All agreed. |
| **15.** | **Domain Changes to .Gov.UK Address**  The Clerk gave a brief resume of the first few steps to take. The first being that the PC agree to proceed to obtain a .Gov.Uk domain. The second step is to view the recommended Registrars and seek three quotes. After discussion it was agreed to proceed and for the Clerk to bring to the next meeting the quotes. Cllr Wade also recommended that we contact Scanstation to discuss this with them. The Chairman confirmed training will take place for working through Teams and the Clerk will distribute her new telephone number. |
| **16.** | **Matters of Urgent Public Importance** – Items raised will stand deferred until the next meeting.  Cllr Hall confirmed that organisation for a Litter Picking day will be sorted out this month although she has the support of two different agencies already.  Cllr Hall also raised the question of whether the PC could place an item in the “Initiatives” magazine to promote the new car park for example. Cllr Johnson stated that this was a CDC magazine and that unless the CDC contributed towards a particular project, the answer was no. It was felt this was something for the village magazines. |
| **17.** | **Schedule of Account for Receipts/Payments Including Monies refunded from SCA\***  End of Year Accounts  Cllr Harland proposed, and Cllr Wade seconded the summary of income and expenditure at 17.1.1 through to 17.2.13 be accepted. All agreed. Balance of Unity Accounts as of the 31st March 2024 was £62,922.30 which includes the saving accounts.  The Chairman thanked the Clerk for the Budget Statement and for the progress with the accounts, which was felt to be more accessible. The Budget Statements will be sent to members of the Finance Working Department in readiness for the Precept meeting and if any other Councillor would like a copy, please contact the Clerk. The Chairman also confirmed it was good to receive thanks for our donations. |
| **17.1** | **Income**   |  |  |  |  | | --- | --- | --- | --- | | **Ref** | **Who** | **What** | **Amount**  **£** | | 17.1.1 | Unity Trust | SMRG Maintenance Fund Bank Interest | 192.26 | | 17.1.2 | Unity Trust | Mowing Equipment Fund Bank Interest | 27.78 | | 17.1.3 | Unity Trust | Playground Fund Bank Interest | 22.49 | | 17.1.4 | Unity Trust | Reserve Account Bank Interest | 84.15 | | **Total** |  |  | **326.68** | |
| **17.2** | **Schedule of Account for Payment:**   |  |  |  |  | | --- | --- | --- | --- | | Ref | Who | What | Amount  £ | | 17.2.1 | Cllr N Wade | Playground Maintenance & Neighbourhood Plan Printing | 142.06 | | 17.2.2 | Ms A Colban | Salary | 1105.84 | | 17.2.3 | Ms A Colban | Expenses | 28.85 | | 17.2.4 | HMRC | Tax/NI | 173.76 | | 17.2.5 | Chestnut Tree House | Donation | 150.00 | | 17.2.6 | Good Samaritans | Donation | 150.00 | | 17.2.7 | Dementia Support | Donation | 150.00 | | 17.2.8 | Stonepillar | Donation | 150.00 | | 17.2.9 | CAB | Donation | 150.00 | | 17.2.10 | Unity Trust Bank | Bank Charges | 18.00 | | 17.2.11 | Access by Design | Website adding information + Links | 24.00 | | 17.2.12 | CDC | Emptying of Dog & Litter Bins SMRG | 728.83 | | 17.2.13 | CDC | Recycling SMRG | 52.20 | |  | **Total** |  | **3,023.54** | |
| **25.** | **Requests for Future Agenda Items**  Cllr Monnington wondered about the progress for the APM. The Chairman informed the PC that all was in hand including the WI offering to produce refreshments. Cllr Monnington felt that invites should also be sent to Cllrs Montyn, Johnson and Weller. The Clerk will forward this.  Cllr Wade requested that the Resilience Plan be mentioned in the Chairmans Report at the APM please. |
| **26.** | **Date of Next Meeting**: 8th May 2024 in the Parish Rooms. |

Meeting ended 21.18 pm

Alison Colban, Parish Clerk, Sidlesham Parish Council