

HUNSTON PARISH COUNCIL

Minutes of a Meeting of Hunston Parish Council held on Wednesday 2 January 2008 in the Main Hall of Hunston Village Hall.

Present: Mr J Carroll (Chairman), Mr S Baker, Mrs D Bonthron, Mrs L Kenney, Mr B Wilkins

In attendance: Mrs C Smith (Clerk), Mr R Travis, Mr B Bacon (Chichester Canal Trust), 1 member of the public.

The meeting commenced at 7.33pm

276. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

The Chairman welcomed Mr Travis and Mr Bacon to the meeting and explained that they had been invited to talk to the Parish Council about the recent developments on the Canal at Hunston.

Mr Travis explained that the Trust has two objectives; maintaining what's there already as a valuable amenity for the area and the restoration of the canal. The restoration project runs from the Chichester basin through Hunston to Salterns Lock. Mr Travis explained that it was not the Canal Trust that was behind the restoration of the Canal but the owners West Sussex County Council. The Canal from the Chichester basin to the Wittering Road is leased to the Canal Trust, the remainder is leased by representatives of the Chichester Marina. Mr Travis commented that the Canal Trust Board of Directors were very enthusiastic about the restoration possibilities and were therefore actively raising funds for this project.

Mr Travis explained that the maintenance of the Canal involved; cutting back vegetation, dredging (not done for a while), from this year forward there will be routine dredging of the canal and the re-establishment of the tow path width and thanks were expressed to the Parish Council for funds towards this activity. Mr Travis stated that the Canal Trust was now actively considering paying for assistance as the volunteers cannot keep up with the project. The current work involved the reconstruction of the footpath as a result of complaints about the state of the path. Mr Travis commented that the path was now more than just a recreational path it was also part of the county cycle network. Mr Travis advised that funding had been secured for the reconstruction of the path and work was due to start on 7 January 2008.

Mr Travis advised that WSCC has set up a Restoration Group, he and another member of the Canal Trust had been invited to be part of the group. Mr Travis briefed members on plans that were being drawn up for the restoration of the Canal from Salterns Lock to the Chichester Basin and preliminary plans were shown to members.

Cllr Bonthron asked Mr Travis if the Canal Trust was intending to keep a common width to the path as currently there was none. She also commented that she was concerned about the sustainability of the renovations to the path. Cllr Bonthron asked Mr Travis to specify what path width was being targeted and how were the Canal Trust going to ensure the path endured. Mr Travis replied that a width of 3.5/3.6m was the target to allow for a 5/6ft path plus grass a margin either side, this is a standard that is fairly common. The extra width is of benefit to all user groups, as far as sustainability was concerned Mr Travis stated that this was not the concern of the Parish Council. He added that the work in progress is being done on a shoestring and therefore durability may be questionable, to prevent this more funding would be needed.

Cllr Wilkins suggested the Canal Trust set out a timeline for the work they were planning to undertake and communicate this to the resident neighbours, he suggested they give resident neighbours contact details for them have the opportunity to express their concerns and have some input into the work undertaken.

The Chairman thanked Mr Travis and Mr Bacon for their presentation and hoped that they might gain more funding to assist the Canal Trust with its ongoing projects.

277. DISTRICT AND COUNTY COUNCILLOR REPORTS.

There were no District or County Councillor reports as neither had been able to attend the meeting. Apologies had been sent prior to the meeting.

278. APOLOGIES FOR ABSENCE.

Apologies for absence had been received and accepted from Cllr Broad.

279. DECLARATIONS OF INTEREST

Cllr Kenney declared an interest in the approval of the schedule of payments and receipts as she was being reimbursed for expenditure incurred in connection with the planning application at 'Land north of the Hunston Substation'.

280. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 5 DECEMBER 2007

The Chairman called for the approval of the Minutes of the meeting held on 5 December 2007. These were **AGREED** and the Chairman duly signed them as being a true record of the meeting.

281. MATTERS ARISING.

281.1 Min 241.9 – Parish Map

Action on this matter continues.

281.2 Min 250.2 Footpath lights

Action on this matter continues.

281.3 Min 261 – Road signs

The Clerk advised that WSCC Highways Dept had confirmed the 'Slow' signs can be repainted they just need to know where to put them. The Clerk was asked to establish from Mrs Hilliard where she thought the signs should have been.

282. PROGRESS REPORTS

282.1 Playground

The Clerk advised that the CDC grant application was due to be considered on 15 January 2008.

282.2 Highways And Footpaths

Cllr Wilkins advised that street Lamp 41 was not working. The Clerk was asked to report this matter to the relevant authority.

282.3 Website

The Chairman advised that the website was in need of updating for the current year and this had been started. The Chairman commented that details of the coach outings were now available on the website.

282.4 Village Hall

The proposed meeting with representatives of the Village Hall Management Committee, Community Club and Parish Council had not yet happened. The Clerk was asked to arrange a meeting during January.

282.5 Bus Shelters

Cllr Wilkins reported that he had requested up to date prices from several suppliers. Cllr Wilkins stated that he, Cllr Broad and Cllr Baker were going to re-evaluate the criteria for deciding where any bus shelters should be placed. It was suggested that an article asking residents of their views be placed in the next newsletter. Cllr Wilkins briefed members on the main issues for consideration in relation to proposed bus shelters.

283. CLERK'S REPORT

283.1 SEE Power Distribution

The Clerk reported that SEE Power Distribution had advised that the unmetered supply has decreased and an adjustment will be forthcoming in due course. It was noted that 3177 units had already been charged for 2007 and the revised figures would reduce to 3089.

283.2 Plans for 2008

The Clerk suggested a number of issues that the Parish Council should review for 2008. These included; setting a Mission Statement, setting Annual Objectives, preparation of a 3-4 year Business Plan, preparing an Annual Report, Risk Assessments, setting of a Health and safety Policy and providing a Freedom of Information Policy. Members **AGREED** to work towards these objectives in conjunction with the Clerk.

284. **CO-OPTION OF A PARISH COUNCILLOR.**

Neither of the potential candidates had come forward. Members **AGREED** that a review of the recruiting procedures was necessary.

285. **BERRYMEAD FARM**

The Chairman outlined the plans for the development of Berrymead Farm. Members discussed the plans and it was **AGREED** that the issues raised would be discussed with the applicant at a site visit to be attended by the Chairman, Clerk, Cllr Kenney and Cllr Baker. A full report would be made at the February Council meeting.

286. **MANHOOD PARISHES ROAD SAFETY GROUP**

Minutes of the first meeting of the Manhood Parishes Road Safety Group having been previously circulated were noted. Cllr Kenney commented that the recommendations of the group had been presented at the December Peninsula Forum meeting. Cllr Wilkins declared that he was in favour of the project. The Chairman had previously circulated some comments to members for consideration and members agreed that these should be forwarded to the MPRSG for comment before the Parish Council agreed to accept the recommendations.

287. **MEETING DATES:**

The Chairman explained the history behind the Parish Assembly and the reasons behind the when it was scheduled. The Clerk clarified the role of the Parish Assembly and confirmed that Parish Councils were required to hold this meeting between March and June each year.

RESOLVED that the Parish Assembly be held on Wednesday 21 May 2008 and the Annual Meeting of the Parish Council be held on Wednesday 7 May 2008.

288. **PARISH COUNCIL INSURANCE**

The Clerk explained the details of the two quotes that had been obtained. Members **NOTED** that some previously uncovered items had now been added to the policy as had the Village Hall in accordance with the recommendations of the Internal Auditor. Some further revisions were **AGREED** with Members.

RESOLVED that the Clerk obtain revised quotations based on the agreed revisions and the Chairman and Vice Chairman be authorised to sign a cheque for the payment of the revised renewal premium once known.

289. **2008 BUDGET**

The Clerk presented the final budget figures to members for approval. After discussion some minor alterations were made to the figures.

RESOLVED that the Precept for 2008/2009 be set at £29,000 and the Clerk was asked to advise the District Council accordingly.

290. **FINANCE.**

290.1 Grants/Donations

There were no applications for grants or donations.

290.2 Schedule of Payments and Receipts

RESOLVED that the payments listed in the Schedule of Payments and Receipts be made – see appendix 1 (January 2008)

290.3 Financial Statement for December 2007

The Financial Statement for December 2007 was **APPROVED**.
See appendix 2 (January 2008)

291. ANY OTHER BUSINESS

291.1 Cllr Bonthronne requested clarification on members of the public being allowed to speak during the open session.

291.2 Cllr Bonthronne asked for clarification on action to be taken by the Parish Council in relation to the presentation from the representatives of the Canal Trust.

There being no further business the meeting closed at 9.25pm

Signed _____ Date _____
Chairman