

## HUNSTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 14 May 2007

Present: Mr J. Carroll (Chairman), Mr A. Gueterbock, Mrs L. Kenney, Mrs D. Bonthrone, Mr J. Broad, Mr B Wilkins, Mr S Baker.

In Attendance: Mrs C. Smith (Clerk), Mr A. Chaplin (County Councillor), Mrs P Tull (District Councillor)

The meeting commenced at 7.30 pm

### **157.TO ELECT A CHAIRMAN.**

Cllr. Carroll called for nominations for the office of Chairman of Council. **PROPOSED, SECONDED** and **AGREED** that Cllr. Jeremy Carroll be elected as Chairman of Hunston Parish Council.

### **158.TO RECEIVE A DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN.**

Cllr. Carroll's declaration of acceptance of office as Chairman of Hunston Parish Council was duly received.

### **159.QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.**

There were no questions.

### **160.TO ACCEPT APOLOGIES FOR ABSENCE.**

There were no apologies for absence.

### **161.TO RECEIVE DECLARATIONS OF INTEREST BY MEMBERS IN RESPECT OF ANY ITEMS ON THE AGENDA.**

There were no declarations of interest.

### **162.TO ELECT A VICE CHAIRMAN.**

The Chairman called for nominations for the office of Vice-Chairman of Council. **PROPOSED, SECONDED** and **AGREED** that Cllr. Liz Kenney be elected as Vice-Chairman of Hunston Parish Council

### **163.TO RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIRMAN.**

Cllr. Kenney's declaration of acceptance of office as Vice-Chairman was duly received

### **164.TO CONSIDER THE CO-OPTION OF TWO COUNCILLORS.**

The Chairman briefly explained that as only five names were put forward for the election the Council needed to co-opt two additional Councillors. Members were aware that to date two people had put themselves forward as being willing to be considered for co-option. Mr Baker and Mr Wilkins were present and they indicated that they were willing to be considered for co-option.

**PROPOSED, SECONDED** and **AGREED** that Mr Stephen Baker be co-opted as a member of Hunston Parish Council.

**PROPOSED, SECONDED** and **AGREED** that Mr Bruce Wilkins be co-opted as a member of Hunston Parish Council.

Mr Baker and Mr Wilkins were invited to join Members at the table.

### **165.TO RECEIVE DECLARATIONS OF ACCEPTANCE OF OFFICE FROM NEWLY ELECTED AND CO-OPTED COUNCILLORS.**

All newly elected and co-opted Councillors present made their declarations of acceptance of office, which were countersigned by the Clerk.

**166.TO CONFIRM THE USE OF THE STANDING ORDERS ADOPTED ON THE 19 MARCH 2002, REVISED MAY 2007 AND FINANCIAL REGULATIONS ADOPTED ON 15 APRIL 2003, REVISED MAY 2007.**

**RESOLVED** that the Parish Council Standing Orders and Financial Regulations as amended be adopted with immediate effect.

**167.TO FORMALLY ADOPT THE LOCAL AUTHORITIES (MODEL CODE OF CONDUCT) ORDER 2007**

**RESOLVED** that the Model Code of Conduct for Parish Councils under the Local Authorities (Model Code of Conduct) Order 2007 No. 1159, specifically including Paragraph 12 (2) on prejudicial interests, be adopted with immediate effect.

**168.REGISTER OF INTERESTS: TO NOTE THE REQUIREMENTS OF THE REVISED CODE OF CONDUCT.**

It was **NOTED** that all members had completed their Register of Interests and that these would be available for public inspection (upon request) in Kirkland's Newsagents.

**169.TO CONFIRM THE APPOINTMENT OF THE RESPONSIBLE FINANCIAL OFFICER.**

**RESOLVED** that the Clerk should continue as the Responsible Financial Officer for Hunston Parish Council.

**170.TO APPOINT STANDING AND STATUTORY COMMITTEES**

**RESOLVED** that there should be one Standing and Statutory Committee and that its membership should be as follows:

**Planning Committee**

Cllr Gueterbock, Cllr Kenney, Cllr Baker and the Chairman

It was **NOTED** that planning meetings would generally take place before the full meeting of the Council each month.

**171.TO APPOINT REPRESENTATIVES TO VARIOUS OUTSIDE ORGANISATIONS**

**RESOLVED** that Cllr Wilkins should be the Council's representative to the Chichester District Association of Local Councils

**RESOLVED** that The Chairman should be the Council's representative to the Sussex Association of Local Councils

**RESOLVED** that Cllr Kenney should be the Council's representative on the Manhood Peninsula Forum

**RESOLVED** that as meetings were open to the public a volunteer would be sought before each advertised meeting of the South Chichester Local Committee

**RESOLVED** that Cllr Baker should be the Council's representative on the Village Hall Management Committee

**RESOLVED** that Cllr Baker and Cllr Broad should represent the Council on matters relating to local policing.

**RESOLVED** that Cllr Bonthron should be the Council's representative to liaise with the Chichester Canal Trust

**172.TO APPOINT A REPRESENTATIVE TO ACT AS TREE WARDEN.**

**RESOLVED** that Cllr Broad should be the Council's Tree Warden

**173.TO APPOINT A REPRESENTATIVE TO OVERSEE THE PARISH COUNCIL ACCOUNTS.**

**RESOLVED** that Cllr Kenney should be the Council's representative overseeing the Hunston Parish Council accounts.

#### **174.TO CONSIDER THE PAYMENT OF ANY SUBSCRIPTIONS FALLING TO BE PAID ANNUALLY**

**RESOLVED** that annual subscriptions to the following organisations be continued:

Action in Rural Sussex  
Chichester District Association of Local Councils  
Sussex Association of Local Councils and National Association of Local Councils  
Society of Local Council Clerks (share of costs)  
Sussex Farming & Wildlife Advisory Group  
Campaign for the Protection of Rural England

#### **175.TO CONFIRM AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 17 APRIL 2007**

The Chairman called for approval of the Minutes of the meeting held on 17 April 2007. These were **AGREED** and the Minutes were signed as being a true record of that meeting.

#### **176.MATTERS ARISING.**

##### Min 148. i) New Councillors Training

The Clerk confirmed that a New Councillors training evening had been arranged for Monday 11 June at 7 pm at Bosham Village Hall.

##### Min 149. vii) Bus Shelters

Cllr Wilkins confirmed that the working party was ongoing and gave members an overview of current findings. It appeared that there were two interlinked issues the provision of additional/new bus shelters and the relocating of the stop near the shops including the potential provision of a lay-by. As two of the previous members of the working party had since stood down from the Council it was **AGREED** that Cllr Broad and Cllr Baker would join Cllr Wilkins on the working party. It was also **AGREED** to ask Mr John Kirkland if he wished to remain on the working party.

##### Min144. Newsletter

The Chairman advised members that although Mr John Kirkland had stepped down from the Parish Council he had indicated that he would still be happy to help with the next newsletter. Cllr Bonthron also offered the services of her husband.

#### **177.REPORTS FROM THE DISTRICT AND COUNTY COUNCILLORS.**

##### Mrs Tricia Tull (District Councillor)

Mrs Tull reported that she was delighted to have been elected as District Councillor and mentioned that she had previously been a District Councillor for a period of 8 years.

Her areas of expertise are planning, environment and waste collection and that she would know her particular areas of responsibility after the full Council meeting the following week.

##### Mr Alan Chaplin (County Councillor)

Mr Chaplin reported that there were a number of small highways schemes in progress but not much happening for Hunston. Interest in a joint meeting relating to traffic, congestion, further development and need for further infrastructure on the Manhood had been expressed by Sidlesham, Hunston Selsey Appledram and Donnington Parish Councils. At the Examination in Public just prior to Christmas the Inspector asked "what is the evidence there are traffic problems?" The perception from the Inspector is that there are only peak morning/evening rush hour traffic problems.

It was **NOTED** that the recommendations for the A27 improvements had not reached Whitehall yet.

Mr Chaplin advised that as a Non Executive Director of Martlet Homes he was happy to relay any issues back to Martlet. Although the blue towers on the Merle Court development have surprised people the occupants have been delighted with the new residency.

Mr Chaplin advised members that he also sits on County Council Health Select Committee and is involved with discussions between the County Council and St Richards Hospital. There has been a lot of misinformation on the changes being discussed and there are plans to spend around £1 billion on hospital services in Sussex. The PCT was planning to start the consultation period around the end of June but this is now likely to be delayed until the autumn.

## **178.FINANCE.**

- 178.1 To approve the Schedule of Payments and Receipts  
**RESOLVED** that the payments listed in the Schedule of payments and Receipts be made – see appendix 1 (May 07)
- 178.2 To approve the Financial Statement for April 2007  
The financial Statement for April 2007 was **APPROVED**. See appendix 2 (May 07)

## **179.ANY OTHER BUSINESS**

Cllr Bonthron asked who had authorised the removal of trees by the electrical sub station. It was **AGREED** that the Parish Council would write to the District Council to establish why there had been no consultation and requesting that steps are taken to restore the natural look of the area.

Cllr Wilkins asked if there were any guidelines on acceptable working hours for the Spotted Cow development. Contractors were frequently starting work before 7.30 am. It was **AGREED** that the Clerk would check the planning permission recommendations and liaise with the Contractors on the matter.

Cllr Bonthron advised that there had recently been an increase in cars speeding over the Foxbridge Drive roundabout in the early hours and would it be possible to request the reinstatement of a Police presence on the weekends at the roundabout. It was **AGREED** that the Police would be asked to look into this matter.

The Chairman moved that a resolution should be moved under Standing Order 61 “that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw”. This was **AGREED**.

### **181. To review the pay and conditions of service of the Parish Clerk**

**RESOLVED** as a result of a satisfactory annual appraisal to increase the Clerk’s salary to spinal point 20 on the pay scale. The Clerk expressed her thanks to members.

**RESOLVED** that future agendas and minutes will be emailed to councillors. Copies will still be posted on the notice boards for the Public to view.

There being no further business the meeting closed at 9.38 pm

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Chairman