

**MINUTES OF FUNTINGTON PARISH COUNCIL MEETING
04 JANUARY 2023**

PRESENT: Sheena King (SK) Chair
Pat Young (PY)
Jean Simmonds (JS)

Richard Littler (RL)
Bob Mousley (BM)
David Ash (DA)

MEMBERS OF THE PUBLIC: Six

AGENDA ITEM	NOTES/COMMENTS	ACTION	RESPONSIBILITY
1. Welcome	SK welcomed all to the meeting	<ul style="list-style-type: none"> None 	N/A
2. Apologies	Julian Joy (WSCC), David Palmer (CDC)	<ul style="list-style-type: none"> None 	N/A
3. Minutes of 07 December 2022 meeting	Minutes – Proposed, Seconded and AGREED	<ul style="list-style-type: none"> Post on website 	Clerk
4. Declaration of Interest	None declared	<ul style="list-style-type: none"> None 	N/A
5. Chichester Policing Team	<p>Neighbourhood Policing Team PCSO Lemm introduced himself and briefly summarised the recently restructured Neighbourhood Policing Team:</p> <ul style="list-style-type: none"> Areas of responsibility have now been divided into inner and outer Chichester Funtington Parish now has 3 PCSOs <p>Community Speed Watch (CSW)</p> <ul style="list-style-type: none"> CSW has been running for 14 years, the last 7 of which have included all data being recorded online. It is a non-confrontational, educational initiative which is carried out by trained volunteers. There are currently 600 risk assessed sites across Chichester and 64 registered groups. Chichester links with other counties and boroughs in the South of England to increase connectivity of information. The current system employs handheld devices which are easier to use and allow for operation in a greater variety of sites. Each group requires a minimum of 4 volunteers and anyone interested can register their interest in order to either start a new group or join an existing one: www.communityspeedwatch.org As soon as 4 volunteers have registered, PCSO Lemm visits and trains the group and assists them to find suitable sites. In order to ensure familiarization with the kit, new groups are loaned a full set for 6 months, after which time they are able to book a kit for three days at a time. Once operational the teams register their intention to set up a CSW site and work in pairs, one 	<ul style="list-style-type: none"> Place on Feb Agenda to discuss further 	Clerk

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	<p>person using the handheld device and the other recording all the relevant information. All data is then recorded on the CSW website at the end of the day.</p> <p><u>Process for speeding vehicles:</u></p> <ul style="list-style-type: none"> • Any vehicle found to be travelling 10% + 2 mph over the legal speed limit shall, in the first instance, be issued with an educational letter and the vehicle details will be retained for 12 months. • A second offence in the 12 month period results in a second educational letter being issued and the 12 month period restarting. • A third offence results in a stage 3 referral and a visit from a uniformed police officer who will show an educational video and warn that a fourth event must not occur. • A fourth offence results in the case being taken over by the police and possible enforcement action. <p><u>Further Information:</u></p> <ul style="list-style-type: none"> • The CSW website includes videos and further information to allow for an informed decision and registration if applicable. <p>Reporting Crime</p> <ul style="list-style-type: none"> • Reporting of crimes can be by: <ul style="list-style-type: none"> ○ Calling 999 – if a crime is taking place, no matter the severity. ○ Calling 101 / reporting Online – any retrospective crime, no matter the severity. • All reported crimes will appear on the crime map UK https://crimerate.co.uk/crime-map. This provides a snapshot of all months. • There is no further public information provided after this point. The Officer in charge has an obligation to the victim and if the person wishes to share the information they can but due to General Data Protection Regulations (GDPR) the police will share nothing further. <p>Q & A</p> <p>Question: Are the police visiting every reported burglary? Answer: At this time not everyone is visited. Contact is made by either a visit, a letter or a phone call based on a threat / risk / harm assessment for the area.</p> <p>Question: What is being done about car park crime? Answer: Beauty spot car park theft continues to be a problem but there are a number of initiatives to combat this: <ul style="list-style-type: none"> ○ The use of Automatic Number Plate Recognition (ANPR). ○ Operation Mini – Easter onwards PCs and PCSOs visit the car parks and physically look in every car. If vehicles are found to have desirable items on show, the owner of the vehicle </p>		

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	<p>will be sent a letter to inform them of the threat of theft. All vehicles will be given a sticker to place in the car stating 'no belongings left in vehicle'.</p> <p>SK requested that new police signs be added to Kingley Vale car park to deter thieves.</p>	<ul style="list-style-type: none"> Place on Action Grid for monitoring 	SK
6. Action Grid	<p>Funtington Noticeboard</p> <ul style="list-style-type: none"> The replacement noticeboard is on order and installation quotes are still being obtained. <p>20mph Application</p> <ul style="list-style-type: none"> Although there was no update there was some frustration voiced that neighbouring Parishes were proceeding with their applications more successfully. 	<ul style="list-style-type: none"> Chase quotes Follow up with Highways Contact Bournes Forum 	<p>Clerk</p> <p>Clerk</p> <p>SK</p>
7. Open Forum	<p>Qu. Regarding potholes and the poor repairs being carried out? A: This is a County Council matter and the Clerk suggested logging follow up reports on the new Highways App: https://www.westsussex.gov.uk/roads-and-travel/make-an-enquiry-or-report-a-problem-with-a-road-or-pavement/</p> <p>Qu. Who should be contacted regarding an Overhanging tree on West Ashling Road? A: The Clerk responded that this is also a matter that should be reported to WSCC via the Highways App.</p> <p>Qu. What can be done about fence/post that is falling onto West Ashling Road? Determine exact position</p>	<ul style="list-style-type: none"> Report via App Contact Home Owner 	<p>SK/Clerk</p> <p>SK</p>
8. Receive Reports	<p>County Councillor Julian Joy reported on the speed limit policy: <i>From the article on WSCC website below:</i> <i>"If a community identifies support for a speed limit change – including the support of the local County Councillor – it will be considered via the existing Community Highway Scheme process. Speed limit changes could also be made in support of an individual road safety or other highway improvement scheme as prioritised by the County Council."</i> https://www.westsussex.gov.uk/news/vulnerable-road-users-and-active-travel-at-heart-of-new-speed-limit-policy/</p>	<ul style="list-style-type: none"> None 	N/A
9. Planning	<p>Planning Committee Meeting held on 12 December 2022 Objections were made on two SDNPA Applications:</p> <p>SDNP/22/05221/FUL Location: 7 and 8 Lye Lane, West Stoke, Funtington, West Sussex, PO18 9BD Proposal: Front porch, two storey side and rear extensions, single storey rear extension and</p>	<ul style="list-style-type: none"> None 	N/A

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	<p>proposed home office for both dwellings 7 and 8 Lye Lane.</p> <p>FPC Objection</p> <ul style="list-style-type: none"> The proposed application does not satisfy Policy SD31 of the SDNP Adopted Plan and under these Policies this application should be refused. The proposed development would be overbearing and would form a dominating development in the countryside. <p>SDNP/22/04875/HOUS</p> <p>Location: Little Quinnings Malthouse Lane West Ashling West Sussex PO18 8DZ</p> <p>Proposal: Detached garage/car port with annex above.</p> <p>FPC Objection</p> <ul style="list-style-type: none"> Concern that this is over development of the site. This building is situated in a position that is of particular significance as it is easily viewed from a distance, affecting the views from within the Conservation Area of West Ashling. The design of the proposed dwelling is out of keeping with the neighbouring 18th and 19th Century Cottages and is of a design that will dominate the site, is not consistent with and does not respect the local character of the area. <p>SK asked that a meeting be arranged for the members of the Planning Committee, herself and the Clerk. The meeting would be held to discuss any changes that could be made to the way in which Planning Applications, Appeals and any other associated issues are managed in the future.</p> <p>Planning Appeals</p> <ul style="list-style-type: none"> A meeting with Whaleback Planning Consultants, the Planning Committee and SK is to take place virtually on 17 January 2023 to discuss the upcoming Newells Lane Appeal Hearing. BM stated that he had concerns that there was not a solid plan in place nor written representations submitted and that the PC was lacking strategy. He confirmed that he would therefore not be attending the meeting. The Clerk clarified that the PC made representations in June 2021 within the deadline for submission and that any further representations would only be read at the Planning Inspector's discretion. Discussions were held including ongoing concerns regarding the CDC case and the absence of an adopted local plan. Following the meeting with Whaleback there would be a more definitive 	<ul style="list-style-type: none"> Arrange meeting Confirm attendance 	<p>Clerk</p> <p>JS/RL</p>

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	plan.		
10. Funtington and District Village Hall	<p>Update presented by JS as a Village Hall Trustee</p> <ul style="list-style-type: none"> The trustees will be purchasing the strip of land behind the Hall from Hyde Homes. This will allow the Hall to be rebuilt at the current location and for the construction of two new homes on the site to fund the project. There are to be some essential refurbishments in the Hall before the rebuild but these will be transferrable to the new building. 	<ul style="list-style-type: none"> Report at February Meeting 	JS
11. West Ashling Playground			
a) Installation Arrangements	<p>Installation Dates</p> <ul style="list-style-type: none"> Friday 06 January – Pre-installation survey Monday 16 January – Removal and installation works commence Monday 06 and 07 February – Surfacing Works Monday 13 February – Playground re-opens. 	<ul style="list-style-type: none"> None 	N/A
b) Notification of disruption to neighbours	<ul style="list-style-type: none"> Following the decision by the trustees of the Village Hall not to allow any use of the car park during the works, a letter has been prepared for the local residents to warn them of possible disruption; this will of course be kept to a minimum by the installers. 	<ul style="list-style-type: none"> Deliver letter to residents 	SK/PY/Clerk
12. Neighbourhood Plan (NP)	<ul style="list-style-type: none"> Nothing to report 	<ul style="list-style-type: none"> Update at February meeting 	BM
13. Finance			

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<p>a) Consider and approve monthly cashbook</p>	<p style="text-align: center;">FUNTINGTON PARISH COUNCIL Financial Statement as at 31 December 2022</p> <p>Statement Balances as at 31 December 2022</p> <table border="1"> <tr> <td>Current Account</td> <td style="text-align: right;">£25,526.49</td> </tr> <tr> <td>Saver Account</td> <td style="text-align: right;">£56,752.11</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£82,278.60</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>05-Dec-22</td> <td>Carter</td> <td>Current</td> <td style="text-align: right;">£60.00</td> </tr> <tr> <td>13-Dec-22</td> <td>CDC NHB</td> <td>Current</td> <td style="text-align: right;">£1,328.00</td> </tr> <tr> <td colspan="3">Total Income</td> <td style="text-align: right;">£1,388.00</td> </tr> </tbody> </table> <p>Payments Already Made</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 colspan="7" style="text-align: right;">Totals</td> </tr> </tbody> </table> <p>Payments Due 1 December 2022</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-Jan-22</td> <td>Clerk V Williams</td> <td>Online</td> <td>Clerk Salary</td> <td style="text-align: right;">£677.39</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£677.39</td> </tr> <tr> <td>01-Jan-22</td> <td>Clerks Expenses</td> <td>Online</td> <td>Office / Mileage</td> <td style="text-align: right;">£30.80</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£30.80</td> </tr> <tr> <td>01-Jan-22</td> <td>HMRC V Williams</td> <td>Online</td> <td>Clerk Tax - 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<p>b) Precept Proposals 2023/24</p>	<p>Precept Approval</p> <ul style="list-style-type: none"> • Following the Finance Committee Meeting held on 16 December 2022 the Clerk had previously circulated to all Councillors: <ul style="list-style-type: none"> ○ Parish Council Draft Finance Minutes 2022 ○ Finance Committee Draft Precept Proposals 2023-24 • The Clerk summarised: <ul style="list-style-type: none"> ○ Notable overspends included in the 2022-23 budget analysis: <ul style="list-style-type: none"> ▪ Defibrillators -£1,209 although money had been budgeted for the 																																																																																																																														

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	<p>ongoing maintenance of the defibrillators, the amount required had exceeded the estimate. This was in part due to a software issue and subsequent recall notice – not the fault of the PC - which has now been fixed by the manufacturers. The fault resulted in the immediate replacement of all four batteries which, despite not being out of date, had not been indicating the true life remaining. There is now a detailed forecast of when further expenditure will be required so that adequate funds can be raised over time.</p> <ul style="list-style-type: none"> ▪ Fingerpost Maintenance -£860 essential improvements to the two fingerposts (West Stoke and West Ashling) exceeded the £1,000 budgeted for the year. There are no further repairs forecast but it was agreed that money should be assigned for general cleaning and upkeep. ▪ Noticeboards - £2,295 in an effort to continue to improve communication the PC agreed to purchase two new noticeboards (West Ashling and West Stoke) to ensure every village in the Parish had one in good working order. <ul style="list-style-type: none"> • SK highlighted that, as the Council is now rightly spending a large proportion of its reserves, there would be a future need to plan and budget for larger projects. <p>Grants and Donations for 2023-24</p> <ul style="list-style-type: none"> • The Finance Committee proposed that the following changes should be implemented: <ul style="list-style-type: none"> ○ No automatic donations to national charities (Samaritans, Victim Support, Citizens Advice Bureau) or Funtington Primary School, Funtington and District Village Hall, the Cricket Club and the PCC. ○ One automatic donation to be made to Good Neighbours. ○ £2,000 to be made available for grants This was AGREED ○ SK stressed that this was not about saving money but ensuring funds went to projects that would directly benefit our community and our residents • The precept of £27,100 was Agreed. • This reflected an increase of £2,543 - 10.70% 	<ul style="list-style-type: none"> • All organisations or be informed of the changes. 	<p>SK</p>

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		<ul style="list-style-type: none"> Submit Precept to CDC 	Clerk
14. Parish Notices	<ul style="list-style-type: none"> DA had previously emailed the Clerk regarding several complaints he had received about the condition of the footpath from East Ashling to West Ashling. The Clerk confirmed that she had contacted the Public Rights of Way (PRoW) team to report the issue. A letter received from a resident asked that the position of the new bus shelter be considered to allow for more practical use of the bus shelter enabling users to see the bus approaching. The Clerk confirmed that work on the new bus shelter would be commencing this week and that this had been considered. As a result bus shelter would be moved forward and an unglazed window included. 	<ul style="list-style-type: none"> Report back Respond to Resident 	Clerk Clerk
15. Date of next meeting	<ul style="list-style-type: none"> Wednesday 01 February 2023 Time 6:00 pm – Church Room, St Mary’s Funtington 	<ul style="list-style-type: none"> Post agenda on website and noticeboards 	Clerk
Meeting Closed	Meeting closed at 19.50	None	N/A

Signed..... Chairman

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