

ANNUAL PARISH MEETING LOCAL GOVERNMENT ACT 1972

Minutes of the Annual Parish Meeting for the parish of North Mundham held on 5th March 2018 which commenced at 7pm

Present: Cllrs. Denia Turnbull, Tim Russell, Annie Maclean, Rob Callaway-Lewis, Frances Neave, Hugo Wall, Peter Stephens, Keith Phillips and Paul Chivers

In attendance: Mrs Louise Chater (Clerk to North Mundham Parish Council), District Cllr Chris Page, County Cllr. Jamie Fitzjohn, Morgan Davies (Waste Recycling Manager, The Woodhorn Group), 29 registered electors and two other members of the public.

Apologies: Cllr. Frances Neave.

The Chairman thanked everyone for attending and introduced the members of the parish council

A01.18 Minutes of the last meeting 9th May 2017
On a proposal by Mr Tim Russell the minutes were agreed.

A02.18 Matters arising
A resident asked if the trees offered from Brick Kiln Nursery had been planted. The Parish Council had investigated various locations, however the Parish Council do not own any land and therefore would have to obtain permission from the County Council to plant trees on the highway.

A03.18 Annual report from the Parish Council
The Chairman reported that there has been a significant increase in housing in the Parish including Oakdene and Stoney Meadow. Stoney Meadow properties are due to be ready for occupation in March. The official opening day will take place in July. In Pagham there are currently four planning applications being considered by Arun District Council which, if all the applications are permitted, will consist of an additional 3000 homes; this will have a significant increase in traffic on the B2166, and the Parish Council has submitted letters of objection to all four applications.

The bridleways and footpaths have been inspected and maintenance work has been carried out. The Canal Mead permissive path is a welcome addition to the footpaths in the parish.

On June 24th the annual open gardens will take place, which last year provided funding towards the provision of the Canal Mead permissive footpath.

The Parish Council are currently investigating the closure of the layby on the Lagness Road and the provision of a shared use path from Marsh Lane to Runcton Farm Shop.

Q. Why do you want to close the lay by?

A. It is very unsightly.

Q. Is it an official lay by?

A. It is an unofficial lay by but it has been used for many years

Concern was expressed that if this lay by is closed then the lorries will park elsewhere and will make new lay bys within the village. For example, a large van is currently parked in the lay by and this has previously been parked in Brookside Close. The lay by on Vinnetrow Road is regularly used by large lorries and with the closure it may increase the parking at this other location.

Cllr. Russell explained that the Parish Council funding is provided by residents of the parish from the precept which is included within the collection of your council tax bill.

The Parish Council income mainly comes from the Precept. The Parish Council currently receives a small council tax grant. However, 2018/19 is the final year that the Parish Council will receive this grant, therefore the Parish Council will have to give this matter careful consideration in the future. Wherever possible the Parish Council applies for grants toward projects, including the Permissive Path for Canal Mead.

The expenditure includes the Clerk's salary and associated costs. Administration costs include for example; insurance, office expenses, bank charges, audit fees, councillors and clerks training and elections. The Village Hall should cover its costs and this year it is within £600. Recent project costs for the village hall include; new wooden floor, new entrance and the audio-visual system. Village Maintenance includes bus shelter maintenance, play equipment and the finger posts. The Parish Council makes grants to Sammy Community Transport and the Samaritans to name two examples.

The income is bigger than the expenditure. This is because the Parish Council has to build reserves for various items, for example the replacement of the roof of the village hall, the war memorial and resurfacing the car park.

Q. Is the money invested?

A. The money is in an interest account.

Q. Parish Council has insurance does it cover volunteers?

A. If it is an official council activity then yes.

Q. The Village Hall only seems to break even should it not be making more of a profit.

A. The Parish council runs the village hall on a not-for-profit basis and to comply with the VAT requirements we are not allowed to compete unfairly with any other venue. The Parish Council can only claim back

£7500.00 for non-business activity VAT in each financial year and if this is exceeded then the Parish Council is unable to claim any VAT at all in that year.

The Chairman invited District Cllr. Page to provide an update on the A27. The Leader of West Sussex County Council has driven this project forward with the Forum being made up of representatives from all areas. The County Council has set up a working party to oversee the Community Forum and the working party has been authorised by the Forum to employ a consultant (Systra). Today the consultant presented its long list to the working group, the next community forum is due to take place on 15th March and Systra will brief the forum. The list will be reduced, and the final options will be presented before Easter to enable application for Road Investment Strategy (RIS) 2.

Q. What is the time table for applying for RIS 2 funding?

A. The Secretary of State will need to approve it late this year/early next year.

Q. When is the public consultation going to take place?

A. The public consultation will commence shortly, and it is vitally important that everyone takes this opportunity.

Q. Are they (Systra) looking at a northern route?

A. The consultants have been advised that no route is off the table.

Q. Presumably the northern route will be rejected by the Government.

A. We don't know that Central Government will veto a northern route. This time the whole community has been involved and no discussions have taken place behind closed doors.

A resident expressed concern with regard to the safety of the school, especially the air quality. District Cllr. Page stated that this matter is being frequently raised at District and County level.

A04.18 Participatory budgeting - grants for local good causes.

A representative of the North Mundham Senior Citizens' Christmas Lunch gave a report. The Christmas Lunch is for any resident over the age of 60 and brings together a cross section of the society. Why should the Parish Council help to fund this lunch? The Parish is its people and there is a special warmth and friendliness in the whole parish. Some of our senior citizens were born here, some have lived here for many years and have welcomed us to the parish, some of these residents are now getting older and frailer and this can lead to social isolation which this lunch helps to combat.

The chairman requested a show of hands if residents felt that the Parish Council should support the Senior Citizens' Christmas lunch; 30 people showed their hands.

A representative of the French Exchange stated that exchange trips have taken place every two years since 1985. A group of 36 will be visiting the Parish of North Mundham in May 2018. The La Lucerne exchange is supported by the Mayor's Office, in contrast the French Exchange group is not supported by the Parish Council. On the Saturday evening the host country holds a celebration meal, the committee has been fund raising for the visit. The trip is for residents of all ages. During the trip in 2016 to La Lucerne the Mairie unveiled a sign, and to reciprocate this the Committee has had a sign made and installed at the village hall which it will unveil on the Saturday evening.

The Committee would like the Parish Council to give financial support for the Exchange Group to provide a more formal footing for the group.

The chairman requested a show of hands to indicate if the Parish Council should support the French Exchange Group 30; people showed their hands.

A05.18 Parish Plan - Update

Cllr. Maclean reminded the meeting that the Parish Council had given a presentation to this meeting two years ago about the Neighbourhood Plan. By way of reminder the District Council produces a local plan and then the Neighbourhood Plan specifies how the development would take place in the parish. The Neighbourhood Plan Working Party was set up and following guidance from Chichester District Council the working party recommended that the production of a plan was not cost effective or time efficient and therefore the working group recommended that the Parish Council reconsider the matter. The Local Plan is currently being reviewed by the District Council and currently there is no predicted additional housing for the parish. The Parish Council has now resolved to work toward the provision of a Parish Plan which will reflect the vision of how the residents want to see the Parish in the future.

The production of a Parish Plan will require a lot of communication with the residents and businesses within the parish. The Plan will cover many topics and will end up with an action plan, which will guide the Parish Council on the way forward. A request for volunteers was made.

A06.18 Morgan Davies, Waste Recycling Manager of The Woodhorn Group, gave a presentation on the Walnut Tree Farm Composting facilities in Runcton

Approximately 80,000 tonnes of green waste are accepted over the three sites that The Woodhorn Group manage. Once the process has been completed they produce compost and Soil Conditioners which are available via Earth Cycle.

The Runcton site is run on behalf of Langmead's some of the compost

goes directly back to Langmead Farms and is spread on their fields locally.

The farm diversified into composting in 1988. The commercial composting processing is carried out in different ways and these were explained. The composting process at Runcton takes 10 weeks, which means that the compost doesn't have to be turned as often so preventing pollution via dust, smell and noise from machinery. The compost produced on the site is 25 mm which is required for farming. The site has a reservoir which holds the water on the site from the runoff from the compost production process.

There is a liaison group that meets once a year, which includes a member of the parish council. The odour management plan is followed to prevent an adverse effect on the local environment and residents. There is a procedure to follow and if you have any concerns these should be reported via the Environment Agency.

Q. Can you provide a telephone number.

A. The best way forward is to report any issues to the environment agency. History doesn't suggest that there is an issue with odour on the site. Most of the smell issues are not necessarily associated with the site. The smell sometimes comes from the adjacent lagoons that unfortunately are not managed properly by adjacent landowners.

Morgan offered a site visit and it was agreed that residents and councillors who were interested in attending should provide their contact details to the Parish Clerk.

Q. Which way does the money flow - do you pay the council or do council pay you?

A. The Council and others pay us.

Q. You said you have issues with contamination of plastic bags and are the new compostable plastic bags helping with this?

A. It is an issue the machine generally takes out 97% of the plastic. Biodegradable products can be broken down at the correct temperature, however, the site is open air.

Q. Is it true that some arable land is beginning to be used to grow crops to produce compost?

A. Anaerobic digesters require maize to generate the gas/energy to drive the turbines. The Woodhorn Group does not have an anaerobic digester.

Q. The Dairy herd what happens to the male bulls - do they go to Veal?

A. They don't go to Veal.

Q. How do we go about arranging a visit?

A. I will provide my contact details to the Clerk for her to arrange a visit.

Q. Where do you get the compost and soil conditioning products?

A. Predominately Covers for the retail bags. The bulk bags can be delivered directly from earthcycle.co.uk or 01243 781730

A07.18 Questions from the Public

1. A resident reported that on the 20th May a Cream Tea for the Royal Wedding was being held at the Village Hall. Proceeds raised will be shared between the Parish Council and St Stephen's Church. Tickets are £5.00 per person.
2. A resident expressed concern regarding the increase in traffic in the parish and requested that the Parish Council push for an improvement for the School Lane, Church Road and B2166 junction as the proposed 3000 homes in Pagham will only exacerbate the problem at this location.
3. The representative from the Senior Christmas Lunch called for volunteers to help with the event.

The chairman closed the meeting at 21.26

Signed _____ Chairman North Mundham Parish Council

Dated _____