FISHBOURNE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday
17 January 2022 at 7pm at the Fishbourne Centre, Blackboy Lane, Fishbourne

Present:	Cllr. G. Hand (Chairman), Cllr. L. Hunter, Cllr. H. Marshall, Cllr. G. Mason, Cllr. A Porter and Cllr. A. Stevenson.
In attendance:	Mrs. L Wright (Clerk / RFO) and 6 members of the public.

22/1 Apologies for absence

D/Cllr. Moss.

22/2 Minutes of the meeting held on 14 December 2021.

It was unanimously resolved to approve the minutes of the meeting and the Chairman duly signed them as an accurate record.

D/Cllr. Plant arrived

22/3 Co-option of new Councillors

The three candidates each spoke for a few minutes to give Councillors information about themselves and their reasons to apply to become members of the Council.
On the first vote the candidate with the lowest number of votes was discounted and the remaining two candidates had an equal number of votes. The Chairman used his casting vote and Adam Horler was duly co-opted as Parish Councillor.
One candidate then withdrew and Andy Relf was duly co-opted unopposed as Parish Councillor.
Cllr. Horler and Cllr. Relf then joined the Council and signed the acceptance of office which was countersigned in their presence by the Clerk.

22/4 Declarations of interest by Councillors on any of the agenda items

Cllr. Relf declared an interest on Agenda Item 10.1.1 *FB/21/03215/DOM - Mr & Mrs H Hillary. Westfield Mill Lane Fishbourne. Remodel and alteration works including first floor rear extension and front and rear dormer windows to existing roof accommodation* as he lives next-door to the property.

22/5 County Councillor's Report

C/Cllr. Joy was not in attendance.

22/6 District Councillors' Report

A report from the Harbour Villages' Councillors was received by Councillors prior to the meeting concerning: the Southern Gateway; Covid; Warm Home initiative; Lego exhibition at the Novium; redevelopment of St James industrial estate; ShopAppy virtual High Street platform; climate change; the 5 year land supply; statement of Common Ground with Southern Water.
D/Cllr. Plant reported that CDC has given overall approval to the proposed cycle route between Chichester and Emsworth, but that West Sussex County Council is discussing various

changes with National Highways in order to address concerns of potential users. D/Cllr. Plant also commented that CDC had enough Electric Vehicle (EV) charging points so would not be joining the County scheme. CDC will be giving away subsidised trees for planting this autumn.

22/7 Clerk's Report

The Community Transport Survey has been printed and delivered with the Village Voice and Community Transport Sussex has been invoiced for the cost with a 50% discount.
The lights on Emperor Way are not performing properly. The Clerk is taking the matter up with the supplier.
The price for the contractor to maintain Mosse Gardens will increase by approximately £70 in 2022 due to the rise in the Retail Price Index.
A complaint about surface water drainage in Salthill Road was referred to the Flood Protection Group.
Trevor Leggo has written on behalf of WSALC to ask for measures to be put in place to allow Parish Councils to hold remote meetings. The Chairman has also written to Gillian Keegan MP on the same matter.
The next CDALC meeting will be held via Zoom on Thursday 10th February 2022 at 7pm.
The Chief Constable of Sussex Police is giving a presentation on the use of Big Data in the police force on Friday 25 February at 1.30pm on Zoom.
The Fire and Rescue Service are holding a public consultation on their Community Risk Management Plan 2022 – 2026 until 21 January.

22/8 Questions from members of the public.

A member of the public asked the District Councillor whether wildlife corridors would have the same protection rights as the AONB and if so, how this relates to CDC's policy on the A27. The District Councillor agreed to reply to this question in writing.
Councillors were asked what would happen to the equipment for an EV charging point if the provider went into liquidation. The Clerk said that she would be going to a meeting about EV charging points and would find out the answer and provide it in writing.

22/9 Ratification of delegated decisions

The following decisions which had been delegated to the Clerk due to Covid concerns were ratified:

22/9.1 To submit NO COMMENT to LPA on planning application FB/21/02831/DOM - 4 Knott Gardens Fishbourne. Proposed loft conversion to include 1 no. rear dormer and 2 no. front dormers.

22/9.2 To submit NO COMMENT to LPA on planning application FB/21/03354/FUL - Seaward Properties Ltd. 98 Fishbourne Road West Fishbourne. Erection of 5 no. age restricted bungalows, with access, parking, landscaping and associated works (Variation of condition 2 from planning permission FB/18/03401/FUL - Change of roof materials for plots 7 and 8).

22/9.3 To submit NO COMMENT to LPA on planning application FB/21/03301/DOM - Mike Lewis. Whitcot 12 Creek End Fishbourne. Remove existing conservatory and replace with single storey extension.

One member of the public left.

22/10 Planning

22/10.1 Planning Applications

The Clerk to submit the agreed responses to the Local Planning Authority. **LW**

Cllr. Relf declared an interest in the following item and took no part in the discussion or vote.

22/10.1.1 FB/21/03215/DOM - Mr & Mrs H Hillary. Westfield Mill Lane Fishbourne. Remodel and alteration works including first floor rear extension and front and rear dormer windows to existing roof accommodation.
AGREED RESPONSE: NO COMMENT

3 members of the public left

22/10.2 Planning Decisions

22/10.2.1 FB/21/02155/LBC - Case Officer: Oliver Naish. Mr Peter Deacon. Pendrills Mill Lane Fishbourne. Proposed internal alterations including the introduction of new lowered limecrete floors with an under floor heating.
FPC- NO COMMENT CDC – PERMIT

22/10.2.2 FB/21/02509/FUL - Case Officer: Luke Simpson. Greetland Ltd. Black Boy Court Main Road Fishbourne. Creation of 4 no. parking spaces, dropped kerb, boundary treatment and landscaping.
FPC- OBJECTION The Council is concerned that the parking area designated for four cars is very cramped. It will be impractical to park safely in such a confined space, particularly if a car is larger than average. There is concern over the safety of the access on to the A259, especially if the constricted space means that a car may need to reverse out onto the main road.
CDC – REFUSE

22/10.2.3 FB/21/02553/FUL Danielle St Pierre, Bethwines Farm Blackboy Lane Fishbourne. Change of use of land to provide facility for 'doggy day care', including the provision of 3 no. portakabins and perimeter fence.
FPC- OBJECTION CDC- REFUSE

22/10.2.4 FB/21/02045/DOM Mrs Caroline Bone. 6 Old Park Lane Fishbourne. Proposed two storey extension and detached garage.
FPC- NO COMMENT CDC - PERMIT

22/10.2.5 FB/21/02620/LBC - Mr Edward Bowring. 56 Fishbourne Road West Fishbourne. Installation of woodburning stove into the existing fireplace with register plate and flue liner to replace an open fire in the sitting room.
FPC- NO COMMENT CDC - PERMIT

22/10.2.6 FB/21/02899/DOM - Mr & Mrs A Hinton. Mermaid Cottage, Main Road Fishbourne. Proposed dormer window to rear (North) elevation.
FPC- NO COMMENT CDC - PERMIT

22/10.2.7 FB/21/02900/LBC - Mr & Mrs A Hinton. Mermaid Cottage Main Road Fishbourne. Proposed dormer window to rear (North) elevation.
FPC- NO COMMENT CDC - PERMIT

22/10.2.8 FB/21/02927/PLD - Amanda Durman. The Carolinas Clay Lane Fishbourne. Proposed lawful development single storey rear extension.
FPC- NO COMMENT CDC - PERMIT

22/10.2.9 FB/21/02450/DOM - Lita Bryars 1 Bethwines Close, Fishbourne. Single storey rear extension, garage conversion into habitable space. Small side extension and convert conservatory into a single storey extension.
FPC- NO COMMENT CDC - PERMIT

22/10.2.10 FB/21/02831/DOM - Mr and Mrs Cooper. 4 Knott Gardens Fishbourne. Proposed loft conversion to include 1 no. rear dormer and 2 no. front dormers.
FPC- NO COMMENT CDC - REFUSE

22/10.2.11 FB/21/03354/FUL - Seaward Properties Ltd. 98 Fishbourne Road West Fishbourne. Erection of 5 no. age restricted bungalows, with access, parking, landscaping and associated works (Variation of condition 2 from planning permission FB/18/03401/FUL - Change of roof materials for plots 7 and 8).
FPC- NO COMMENT CDC – PERMIT WITH S106

22/10.3 Enforcement

Nothing to report.

22/10.4 Appeals

The Council noted APP/L3815/W/21/3278697 Land East of the Trees, Main Road Fishbourne. 1 no. dwelling, new access and associated works.

22/11 Local Plan/ Neighbourhood Plan

FB/21/03704/EIA - Screening Opinion - Bethwines Farm, Blackboy Lane, Fishbourne. The Screening Opinion is requested in order to identify whether an Environmental Impact Assessment (EIA) will be necessary to support the planning application for the proposed development to provide up to 230 residential dwellings and associated ancillary works.

The Council unanimously agreed that an EIA should be required, but had a long discussion as to the nature of the comment to be submitted to the District Council. Some councillors argued that the only comment needed was that an EIA was required and that all arguments against developing this site should be put forward at the planning application stage. The Chairman argued that evidence supporting the need for an EIA should be provided as this was standard practice for Fishbourne Parish Council and would strengthen the weight of the objection.
On a proposal by Cllr. Mason, the Council decided by a vote of 6 in favour and 2 against to submit the following comment to the Local Planning Authority:
From the information provided Fishbourne Parish Council believes that this application does require an EIA based on the location, particularly in relation to Chichester Harbour AONB, its size and the number of houses.
The Chairman asked for it to be minuted that he was very disappointed that the response failed to provide the Planning Authority with the necessary correction of some of the data on which its decision would be based.

22/12 Finance

The Council noted that the accounts were checked and the bank reconciliation at 31.12.21 was checked and signed by Cllr. Porter. The Council agreed the reconciliation.

22/12.3 Payments and Receipts

22/12.3.1 The Council noted the following payments for December totalling £2080.66

Date paid	Payee name	Transaction details	Amount paid
1.12.21	WSCC Pension Fund	Clerk's pension November	282.08
9.12.21	Chalkwood IT	IT Services December	83.07
9.12.21	SRP	Village Voice December and transport survey	515.80
13.12.21	Mulberry & Co	Interim audit	180.00
28.12.21	L Wright	Clerk's salary December	1001.11
31.12.21	Unity Trust bank	service charge	18.00
		TOTAL	**2080.06**

22/12.3.2 The Council noted that that £117.24 has been received into the bank in December: £2.24 interest and £115 payment towards the cost of the Community Transport Survey.

22/12.4 Precept

The Council noted that a request for £61073 precept for 2022-23 has been submitted to Chichester District Council.

22/12.5 Interim Audit

The Council noted that the Interim Audit was carried out by Mulberry & Co. on 13 December 2021. Everything was found to be satisfactory. On behalf of the Parish Council, the Chairman gave thanks to the Clerk for her work in achieving a successful interim audit.

22/13 Highways and Transport

22/13.1 Old Park Lane Traffic Regulation Order (TRO)

The Clerk had submitted an application for double yellow lines either side of the entrance to Leggatts Farm. There was a request for more details of incidents and also support from the Police, but this could not be obtained, therefore this matter cannot be taken any further.

22/13.2 WSCC Electric Vehicle (EV) Charging Points

The Council agreed to propose the Fishbourne Centre car park as a location for EV Charging points via the West Sussex scheme. **LW**

22/13.3 Millpond Access

Cllr. Marshall reported that the Working Group had met with Dr. Richard Austin from Chichester Harbour Conservancy, the member of the public who would like to see improved access and a local landscaping contractor. Talks with the Harbour Conservancy were positive as it has some funding available and improving access is one of its goals. The contractor suggested a drop kerb and self-binding drop kerb by the benches, but not extending to the water's edge. It was noted that this contractor does not have a licence to work on the highway.

The Council agreed to take on the project to provide improved wheelchair access to the Millpond. **GM/HM/LW**

22/14 Council numbers

Cllr. Mason brought forward a proposal to raise the number of Councillors from 9 to 10. He argued that co-opted positions have recently been oversubscribed and the Council is missing out on available expertise. The proposal was defeated on a vote of two in favour, five against with one abstention.

22/15 Meetings

22/15.1 The following meeting dates were noted:

FULL COUNCIL 7pm (The Fishbourne Centre)

- Monday 17 January 2022
- Monday 21 February 2022
- Monday 21 March 2022
- Monday 16 May 2022 (Annual Meeting of the Parish Council)
- Monday 20 June 2022
- Monday 18 July 2022
- Monday 19 September 2022
- Monday 17 October 2022
- Monday 21 November 2022
- Monday 12 December 2022

PLANNING COMMITTEE (time as advertised on agenda in The Fishbourne Centre)

- Monday 18 April 2022
- Monday 15 August 2022 tbc

22/15.2 Annual Parish Meeting

Due to the uncertainties of Covid, it was decided to hold the Annual Parish Meeting, dealing only with essential items, on 18 April directly before the Planning Committee meeting.

22/16 Fishbourne Centre representative

Cllr. Horler was appointed as one of the Council's representatives on the board of the Fishbourne Centre.

22/17 Meetings with outside bodies

The Clerk and Chairman had each attended meetings held by WSALC. Written reports had been circulated to members before the meeting. There were no questions.

22/18 Parklands & Fishbourne Flood Protection Group

Nobody was present to provide an update.

22/19 Date of the next meeting

The date of the next meeting will be Monday 21 February at 7pm in the Fishbourne Centre.

The meeting closed at 8.55pm

Signed Chairman Date