



FISHBOURNE PARISH COUNCIL

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

Present: Cllr. A. Relf (Vice Chair), Cllr. R. Bates, Cllr. D. Copestake, Cllr. G. Hand, Cllr. H. Marshall,
Cllr. P. Stone
In attendance: Mrs. L. Wright (Clerk / RFO), D/Cllr. A. Moss, D/Cllr. S. Johnson, C/Cllr. J. Joy and 1 member
of the public.

25/1 Apologies for absence

Cllrs. Hunter, Mason and Porter and C/Cllr. Joy sent their apologies which were accepted by the Council.

25/2 Minutes of the meeting held on 8 December 2024

It was unanimously resolved to approve the minutes of the meeting and Cllr. Relf duly signed them as an accurate record. The Clerk queried whether the Council had resolved to stop supplying dog waste bags (min. ref 24/167.7.2) with immediate effect or from the beginning of the next financial year (1 April 2025). On a proposal from Cllr. Marshall seconded by Cllr. Bates it was resolved to supply the dog bags until the end of the financial year. **LW**

25/3 Declarations of interest by Councillors on any of the agenda items.

None.

25/4 County Council

25/4.1 County Councillor's Report

C/Cllr. Joy had submitted a written report regarding devolution and Chemroute. Cllr. Stone noted it was not helpful to receive a report on the day of the meeting. Cllr. Marshall was not sure what the current status of Chemroute is, which C/Cllr. Joy reported as now being divided into sections. The District Councillors stated that the District Council are against this approach and are asking questions of WSCC, particularly about the substantial increase in projected costs.

25/4.2 Devolution

The Council noted and discussed the proposed plans for devolution. West Sussex, East Sussex and Brighton and Hove Councils have submitted an expression of interest in the fast track scheme to a Mayoral Strategic Authority. D/Cllr. Johnson pointed out that nothing is certain at the moment until the end of January when the Government will announce further details. The District Council is preparing for local government reorganisation in the case of West Sussex becoming a Unitary Authority. At the moment it is not thought that Parish Councils will be affected, although some larger Parish Councils may be asked to take on additional responsibilities.

25/5 District Councillors' Report

Reports from the Harbour Villages' Councillors had been received by Councillors prior to the meeting including: local government reorganisation; improvements to Avenue de Chartres walkway; UK Shared Prosperity Fund for 2025; markets; lights shows; consultations; grants and investment; Covid day of reflection on 9 March 2025; Waste Prevention grant.

D/Cllr. Moss reported that the Council was expecting the letter from the Local Plan examiner very soon. He expects that there may be some additional work required which will need consultation, but this should be completed by late spring.

25/6 Clerk's Report

Arrangements have been made for the Bournes Forum meeting to take place at the Fishbourne Centre on 27 January at 7pm with a speaker from Southern Water.

A new Chalk Stream Officer for the river Lavant has been appointed.

The District Council is consulting on its Housing, Homelessness and Rough Sleeping Strategy until 3 March.

West Sussex County Council is consulting on its Road Safety Strategy until 2 February.

The Clerk has signed up to the free extended monitoring service from the Central Digital and Data Office for the .gov.uk domain.

The vegetation in Appledram Lane South has been cut back in response to the Clerk's request.

A resident has sent in an article about an AI camera being trialled by Sussex Police in conjunction with National Highways.

A complaint has been received about illegal bikes which was brought up by the Clerk in a meeting with Police Sergeant Faal. The police struggle to identify the owners of these vehicles and cannot give chase or seize the bikes for legal reasons.

A complaint has been received about the surface of Salthill Road near the level crossing which the Clerk will send to Highways. **LW**

Standing orders were suspended to allow discussion with members of the public.

25/7 Questions from members of the public.

None.

Standing orders were reinstated.

25/8 Planning

25/8.1 Planning Applications

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

25/8.1.1 FB/24/02770/DOM - Jayne Davidson. Troodos 52 Salthill Road Fishbourne. Single storey flat roof extension.

AGREED RESPONSE: NO COMMENT

25/8.2 Planning Decisions

The following decisions were made by the Local Planning Authority:

25/8.2.1 FB/24/02571/TPA - Ms L Wright. Land At Mosse Gardens 2 To 26 Fishbourne. Crown reduce by 2m on 1 no. Ash tree (quoted as T6, TPO'd as T1) subject to FB/93/00441/TPO.

FPC's application

CDC - PERMIT

25/8.2.2 FB/24/02629/TPA - Mr Ian Froome. Land South Of 57 To 65 Fishbourne Road West Fishbourne. Fell 1 no. Ash tree within Area, A1 subject to FB/99/00450/TPO.

FPC – NO COMMENT

CDC – PERMIT

25/8.3 National Planning Policy Framework

The Council noted that the revised National Planning Policy Framework has been published.

25/9 the Public Realm

25/9.1 Bus shelter on the Main Road at the junction with Blackboy Lane

The Council noted the report from Cllr. Mason which showed that the low wall next to the Woolpack bus shelter has not been adversely affected due to rainwater run-off and on a proposal from Cllr. Relf seconded by Cllr. Marshall it was decided not to have a drainpipe fitted to the new shelter. On a proposal from Cllr. Bates seconded by Cllr. Copestake the Council unanimously decided to install the new shelter and the Clerk was instructed to engage the contractor. **LW**

25/9.2 Emperor Way Lighting

The lights have now been installed and have been positively received by residents. Due to the cloudy weather and short daylight hours experienced in the last few weeks the lights have not had enough solar power to last all night until dawn, but this will improve as the days lengthen.

25/9.3 Seats at Creek End

Cllr. Stone queried why two benches are being placed at this location and it was explained that they are there not only as an amenity but as a deterrent to people parking on the green. The Council then unanimously resolved to install two benches – one either side of Creek End – on the verges. Councillors decided to have the same wording on the plaques as is on the Deeside Avenue bench.

The Clerk had not received the quotations for installation in time for the meeting. **LW**

25/9.4 Replacement bus shelter at Appledram Lane South

Following a report from Cllr. Mason on the condition of the bus shelter it was decided that the Clerk should obtain quotes for sanding the seat and repainting the seat and shelter. **LW**

25/10 Annual Parish Meeting

The Clerk reported that halls are booked for Thursday 10 April for the meeting and that Kevin Carter or Amie Huggett from Chichester District Waste & Recycling will give a presentation. There will also be a discussion on a change of name and tagline for the Council. **LW**

The Clerk also reported that the Council would be ineligible to apply to the Waste Prevention Council Community Grant Scheme for funding to cover costs of the meeting as this is a statutory duty of the Parish Council.

25/11 Finance

25/11.1 The Council noted that the accounts were checked and the bank reconciliation at 31.12.24 was checked and signed by Cllr. Porter. The Council agreed the reconciliation.

25/11.2 Payments and Receipts

24/11.2.1 The Council noted the following payments for December totalling £29793.54

Date paid	Payee name	Transaction details	Amount paid
1.12.24	WSSC Pension Fund	Clerk's pension November	550.68
2.12.24	SRP Design & Print	Village Voice December	387.00
2.12.24	Garraway Gardening	Gardening November	198.00
2.12.24	Chalkwood IT	IT services December	93.50
11.12.24	HMRC	Clks tax / NIC 3rd quarter	921.02
16.12.24	L Wright	Emp Way security	234.86
16.12.24	Sunlite Group	Emperor Way lights supply / install	25275.90
20.12.24	University College London	Archaeological oversight	714.00
20.12.24	Mulberry LAS Ltd	Councillor training	108.00
27.12.24	L Wright	Clerk's salary December	1304.58
31.12.24	Unity Trust Bank	Service charge	6.00
TOTAL			29793.54

25/11.2.2 The Council noted that £409.17 was received into the bank in December. £100 in respect of debt repayment and £309.17 interest.

25/11.3 The Council noted that a precept of £69231 has been requested from Chichester District Council.

25/11.4 On a proposal from Cllr. Bates seconded by Cllr. Marshall the Council noted that the Fishbourne Playing Fields Association has changed its status from a charity to an Incorporated Charitable Organisation and that this will change will be lodged with the agreements which exist between the Council and the FPFA. **LW**

25/12 Reports from Councillors

25/12.1 The Fishbourne Centre

Cllr. Relf reported that there he is taking on a greater role as Director of the Centre and is resigning in his role as Parish Council representative on the Board. Cllr. Marshall expressed an interest in this role but requested that Cllr. Relf ask the Board if she could attend a meeting so that she could gauge whether she would like to take on this responsibility. Cllr. Relf agreed to ask the Board. **AR**

25/12.2 Fishbourne Playing Fields Association (FPFA)

Cllr. Hand reported that everything is going well and the five year plan is being implemented.

25/12.3 Meetings with outside bodies

Cllr. Marshall had attended the CDALC meeting and a written report had been distributed. She noted that a public exhibition will likely take place in the Church Hall about the rerouting of footpath 555.

25/12.4 Parklands and Fishbourne Flood Protection Group

No one from the group was present.

25/13 Date of the next meeting

The Council noted that the next meeting of the full Parish Council will be on 17 February at 7pm in the Fishbourne Centre.

The meeting closed at 8.13pm

Signed

Chairman

Date