

YAPTON PARISH COUNCIL

UNCONFIRMED MINUTES

A Meeting of the Yapton Parish Council was held on the 4th of May 2021 virtually using Microsoft Teams, commencing at 7.45pm.

Present: Mr Ambler, Mr Andrews, Mr Dunkley, Mrs Pam Evans, Mrs Philippa Greenan, Mr Haymes (In the Chair), Mr O'Dell, Mrs Vicky Newman, and Mrs Amanda Worne.

Also present: County Councillor Mrs Jacky Pendleton, Mr Gardiner (Clerk of Yapton Parish Council) and 2 members of the public.

APOLOGIES FOR ABSENCE

74. There were no apologies for absence for this meeting.

DECLARATIONS OF INTEREST

75. Members were reminded to make any declarations of personal and/or pecuniary interests that they may have in relation to items on the agenda. None were made.

URGENT MATTERS

76. The Clerk had no urgent matters to raise with the Council.

PUBLIC QUESTION TIME

77. The following question / issue was raised by a member of the council present:

- (a) **Yapton Youth Hub** - Parish Councillor Mrs Pam Evans made a statement concerning her interest in setting up a Yapton Youth Hub for the young people of Yapton. This would be a regular event on one evening each week with provision for games and other activities, including outings, and with refreshments being available. Councillor Mrs Evans hoped that the initiative would be supported by parents. A discussion ensued where various issues regarding safeguarding requirements, the role of the Parish Council and sources of finance were raised. The Council agreed to ask Councillor Mrs Evans to produce a note which could be considered as an agenda item at a future meeting of the Parish Council.

MINUTES

78. *Resolved* - That the minutes of the meeting held on 8th March 2021 be approved as a correct record and that they be signed by the Chairman.

MATTERS ARISING

79. The Clerk referred to various matters requiring update from the minutes of the meeting held on the 8th March 2021. The issues raised were as follows:

- (a) **Minute No. 46 – Date and Timing of Future Meetings** – The Clerk referred back to the last meeting which indicated that the Coronavirus legislation allowing for remote meetings to take place ends on the 7th May 2021. Despite extensive lobbying across local government at all levels, the government decided not to renew / extend the legislation. On the 23rd April various bodies covering local government went to the High Court to seek a review of the government’s decision. Unfortunately, when the judgement was handed down on the 29th April, the Judge found in favour of the Government so the legislation allowing remote meetings expires on 7th May 2021. The Government and NALC has now issued extensive guidance for local authorities / councils on how to arrange their meetings in the future.
- (b) **Minute No. 48 (a) – Meeting to discuss the allocation of S.106 monies** - The Clerk reported that he had been in touch with the officer from Arun District Council seeking clarification on the legal obligations for spending these receipts, and, to date, has had no response to his enquiry. The Clerk suggested we deal with this matter later on in the agenda.
- (c) **Minute 10 (c) – Bund Maintenance** - the Clerk reported that he had had a discussion with Councillor Mrs Amanda Worne regarding the wildflower/wild garden provision on the bund and due to personal commitments by Councillor Mrs Worne had agreed that the proposed meeting between Councillor Mrs Worne, Councillor Peter Dunkley, Mr Will Cronin and the Clerk be deferred until after the local elections had taken place.
- (d) **Minute 55 and 56 – Award of Contracts for Litter Picking / Collections and Allotment Grass Cutting in 2021/22** – The Clerk reported that these contracts had commenced at the beginning of April 2021. However, an issue had arisen with the contract for the grass cutting of the King George V Playing Field operated by G. Burley & Sons Ltd in 2020 (now called Idverde). The Clerk had mistakenly thought that the contract agreed in 2020 was for a 3-year period, but in fact was only signed as a one-year contract. The Clerk had been in correspondence with our Account Manager at Idverde, who had resumed the cuts of the playing field in April 2021, to negotiate an extension of the contract to cover 2021. To rectify the situation the Clerk sought delegated authority from the Parish Council to agree to new terms for the contract in 2021.

Resolved: The Clerk be given delegated authority, in Consultation with the Chairman and the Playing Field Committee Members, to negotiate an extension of the contract to cover 2021 and to agree to new terms for the contract for the period April to October 2021.

- (e) **Minute 14 (d) – Red Telephone Box – Bilsham Road (18th January 2021)** - the Clerk referred to the minute at the January meeting and reported that he had received an e-mail dated 2nd May 2021 from the person who had agreed to renovate the Telephone Box and equip it as a book exchange facility updating on progress. The Clerk would circulate the e-mail to Parish Councillors for their information.

COUNTY & DISTRICT COUNCILLORS REPORTS

80. County Councillor Mrs Jacky Pendleton was present but due to the impending county council elections on Thursday 6th May offered no report to the meeting.
81. District Councillor Mrs Amanda Worne was present but due to the impending county council elections on Thursday 6th May offered no report to the meeting.

CORRESPONDENCE

82. The Parish Council noted the following items of correspondence which had been received since the date of the last meeting:

(a) Asset of Community Value — Expiry of Five Year Listing Period for the following asset: ACV73 — Maypole Inn, Maypole Lane, Yapton

The Council noted receipt of an e-mail dated 2nd March 2021 from Daniel Carman, Local Land Charges Manager at Arun District Council, advising that Arun District Council had written to the nominating body, owners, Parish/ Town Council and Councillors to advise that the successful nomination has reached the end of its 5-year listing. This property will cease to be listed as an Asset of Community Value but this does not prevent future nomination.

Resolved: To consider the item next time in connection with its possible use as a family centre.

(b) Change of PCSO deployment for the area

The Council noted receipt of an e-mail dated 12th April 2021 informing the Parish Council of a slight change for the PCSO deployment for the area as the existing PCSO Natalie Shrimpton will be unavailable from early July. PCSO Charlotte Hall has been allocated to the area and has been given a brief overview of the area, and PCSO Shrimpton will continue to assist from behind the scenes until July. She then hopes to be able to join PCSO Hall back in the area upon her return next year. PCSO Shrimpton also wanted to thank the Parish Council for its support over what has been a difficult year and looks forward to hopefully working together again in the future!

COMPLAINTS

83. The Clerk reported that a complaint had been received from a local resident concerning various issues relating to the production of the amended Yapton Neighbourhood Plan. The detailed issues were to remain confidential at this stage. The Clerk updated the Council on the three-stage process as set out in the Complaints procedure, and stated that he had issued a report after having investigated the matter on an informal basis at this stage.

TRAINING AND DEVELOPMENT OF MEMBERS/STAFF

84. Members of the Council, nor the Clerk, had attended any training courses since the last meeting.

PARISH COUNCIL MAGAZINE (YAPTON NEWS)

85. The Clerk reported that a 32-page paper version of the Yapton News was being prepared for publication in May 2021 (Edition 107) and which should be available for distribution on or around Friday 14th May 2021.
86. The Clerk referred to the impending removal of some of the Coronavirus restrictions and suggested that the Parish Council could revert back to its usual method of delivery, using its volunteers and Councillors to deliver the Yapton News to all households in the parish.
87. The Clerk referred to the need to find 3 volunteers / councillors to fill gaps caused by vacancies on the parish council and people leaving the area. The following rounds would be covered in future as follows:
- a. Bilsham Road (both sides from Sparks Corner to Taylors Close – Mark Andrews
 - b. Burndell Road (both sides from Sparks Corner to boundary with Ford Parish Council) – Michael O'Dell
 - c. New development by Bovis Homes off Burndell Road (108 dwellings) – Graham Holden

REPORTS FROM COMMITTEES

ALLOTMENTS

88. Councillor Mark Andrews stated that there was nothing to report to the meeting.

EMERGENCY & RESILIENCE

89. Councillor Mrs Philippa Greenan updated the Council on the work and initiatives undertaken locally. With the regard to the latest position and the easing of restrictions, volunteers were assisting with the Vaccination Centre at the Bognor Medical Centre, and in collecting and delivering prescriptions to residents, which was gradually reducing over time.

PLANNING

90. The Council considered the following and:
- (a) received the minutes of the meeting of the Planning Committee held on 8th March 2021 (*copy attached to these minutes*);
 - (b) received details of the planning decisions made by Arun District Council in March and April 2021 (*schedule attached to these minutes*).

- (c) The Chairman of the Planning Committee referred to the revised application for the Incinerator at Ford which the Parish Council would be responding to.

PLAYING FIELD

91. The Clerk updated the Council on the following matters:
- a. Consideration of the wild (flower) garden should be carried out now with planting done in the autumn. A meeting with Councillor Mrs Amanda Worne, Will Cronin from Excelsior Landscaping and the Clerk would shortly be arranged by the Clerk.
 - b. Some minor repairs and painting of the gym equipment, hard court railings and barrier gate had been completed. The Goal Posts on the Playing Field were currently being repaired and painted.
92. The Clerk was awaiting a reply from Arun District Council regarding the review of the Section 106 monies relating to Yapton. [The Parish Council was due to get a total of £80,000 in receipts from two planning applications dating back to 2013 and 2014. £70,000 of this money was to be used towards play facility enhancements and £10,000 as a contribution for public space enhancements.]
93. The Clerk reported that two local residents had come forward to join the Steering Group being set up to review the provision and the utilisation of any monies due to Yapton and make recommendations to a future Parish Council meeting. Councillors Dunkley, Greenan, Newman and Worne had also offered to be on the Steering Group. The Clerk would be arranging a meeting of the Steering Group once a reply had been received from Arun District Council.

REPORTS FROM REPRESENTATIVES

94. The following reports from representatives on various bodies were received by the Council:
- (a) **Village Hall**
- There had been no meetings of the Trustees. The Chairman (Councillor Ambler) reported that they had been managing financially through the Pandemic period of closure of the Hall.

FINANCIAL STATEMENTS

95. The Council **resolved**:
- (a) To approve the financial statements showing the receipts and payments for the month of March 2021 (*schedules attached to the minute book*);
 - (b) To note the summary of income and expenditure over the various budget heads for the period 1st April 2020 to 31st March 2021 (*copy attached to the minute book*).

DATE OF NEXT MEETING

96. **Monday 13th July 2021 at 7.30 PM or at the conclusion of the Planning Committee Meeting of the Parish Council whichever is the later.**

Meeting closed at 8.23pm

_____ Chairman

DRAFT