

OVING PARISH COUNCIL

Minutes of meeting held on Thursday, 21st March 2019 in Oving Jubilee Hall.

Present: Chairman Cllr. S. Schuyleman, Vice Chairman Cllr. R. Hague, Cllr. L Smith, Cllr. M. Wright, Cllr. D. Marston, Cllr. A. Wilkinson, Miss R Palmer (Clerk), County Cllr. S. Oakley, District Cllr. C. Page and one member of the public.

1	Apologies for absence.	Action
	The meeting started at 6.50pm. Apologies were received from Cllr. S. Quigley. All apologies were accepted.	
2	Declarations of Interest under the Code of Conduct.	
	Cllr. R. Hague declared an interest in agenda item 11 if the March School was to be nominated to be the recipient of one of the Solar Grants as he is a Governor of the school.	
3	Issues raised by members of the public for discussion with Council Members (up to 15 minutes).	
	There were none.	
4	Report from District Councillor and County Councillor (if required).	
	District Cllr. Page advised that a constituent had asked why a block of 521 student accommodation was being considered in Shopwhyke Road. CP advised that outline permission had been granted but that detailed planning was still outstanding. CDC Planning had advised him that, as this site is brownfield, if not used for this purpose it would be considered for another project. County Cllr. Oakley (SO) asked if the request to support the proposed bus shelter at Drayton Lane/Shopwhyke Road/Tangmere Road could be reviewed again. Cllr. Schuyleman asked the Clerk to add it to the agenda for the planning meeting on 28 th March 2019. SO advised that the school provision for the new development site AL3 would be one or two form entry so some children may still have to enrol at Westhampnett or Graylingwell. SO advised that the potential on-road parking on Shopwhyke Road was still undecided.	Clerk
5	Urgent items for reporting and including on a future agenda.	
	Cllr. Wright asked if the repair of the alms-house's roofs could be considered for a New Homes Bonus grant. The Clerk was asked to add this to the agenda of a future meeting. Cllr. Schuyleman advised that he has received requests for more information about the work that the wardens were carrying out including regular reports to the Parish Council. The Clerk was asked to add this to the agenda of a future meeting.	Clerk Clerk
6	Approval of minutes (available at www.ovingcommunity.org.uk) and review of actions:	
	a) Parish Council meeting held on 21 st February 2019. The minutes of the Parish Council meeting held on 21 st February 2019 were unanimously approved as a true copy and signed by the Chairman. All actions were reviewed and agreed.	
7	To note any further developments concerning the Oakham Farm skip site.	
	Cllr. S. Schuyleman advised that he had received a copy of the form that had been sent to residents to note any infringements of the conditions of Oakham Farm skip site planning permission. SS suggested that Oving Parish Council should not take direct action by approaching the site but should await the outcome of the forms that had been sent out.	
8	To approve funding for the maintenance of the proposed new bus stop on Shopwhyke Road.	
	SS advised that WSCC have confirmed that they will be responsible for and maintain the proposed RTPI at the new bus stop. The Clerk was asked to establish whether the Parish Council's insurance policy for bus stops covered wear and tear, and malicious damage. Proposed by Cllr. Hague and seconded by Cllr. Wright it was decided that Oving Parish Council will support the maintenance of the proposed new bus stop. The Clerk was asked to write to Wing Lee of MJA Consulting to advise this decision and to ask if they could remove the existing bus stop when the new one is cited. The Clerk was also asked to write to WSCC to request that the existing bus stop be removed, and all buses should use the new bus stop once it is installed.	Clerk Clerk Clerk
9	To discuss the condition of existing notice boards in the Parish and the need for additional notice boards and to agree financing if required.	

	<p>Cllr. M. Wright advised that it was no longer possible to read the Highfield Lane noticeboard as it had deteriorated to the point that it was no longer watertight. Cllr. S. Schuyleman advised that Mr M. O’Flaherty had been asked to advise a location for a new noticeboard at Shopwyke Lakes. The Clerk was asked to obtain a location for a noticeboard at Shopwyke Lakes and to obtain quotes to supply two noticeboards for the Parish; one at Shopwyke Lakes and a second to replace the existing board in Highfield Lane.</p>	Clerk
10	<p>To discuss the problem of dog fouling and aggressive dogs within the Parish and agree an action plan to resolve these issues.</p>	
	<p>Cllr. L. Smith (LS) advised that she had been approached by a resident who reported that two dogs had been out of control and showing signs of aggression at the recreation ground at around 6.30am in the mornings. Residents, including a mother with her two children had been left terrified after the incidents. LS also advised that 25 un-bagged dog faeces were found on the recreation ground on one day. In a separate incident a dog had been reported for fouling on a residents’ doorstep on Highfield Lane. County Cllr. S. Oakley (SO) advised that all out of control dogs should be reported to the dog warden every time an incident occurs. SO also advised that dog fouling which could be witnessed should be reported to environmental health at environmentalhealth@chichester.gov.uk Cllr. S. Schuyleman suggested that signage would be considered by the Parish Council at the next meeting. The Clerk was asked to investigate the cost of signage.</p>	Clerk
11	<p>To consider projects suitable for the allocation of funds from the Solar Farm Grants for 2018 & 2019.</p>	
	<p>Proposed by Cllr. R. Hague and seconded by Cllr. M. Wright it was unanimously agreed to donate the money obtained from the 2018 Solar Farm grants towards the cost of the new toilet block at St Andrews Church. The Clerk was asked to write to Ralph Godfrey to advise that the money would be donated once it has been received by the Parish Council and once the church has raised the remainder of the funds required.</p>	Clerk
12	<p>Reports and recommendations from working parties and other organisations:</p>	
	<p>a) Website Working Group – Cllr. M. Wright. Due to a restriction of time, it was unanimously agreed to defer this agenda item to next meeting.</p> <p>b) GDPR – Cllr. M. Wright. Clerk. The Clerk advised that there are now just three actions to be completed to be fully GDPR compliant and that these would be completed as soon as the website is completed.</p> <p>c) Parish Plan action Bus stops – Cllr. R Hague/Cllr. A. Wilkinson. Cllr. A. Wilkinson advised that, following a site visit by Compass, the applications to relocate the bus stop from the High Street opposite St Andrews Close to Jubilee Hall have now been submitted to West Sussex Highways (WSCCH). AW advised that WSCCH will be conducting their site inspection next week. AW also advised that Stagecoach had confirmed that they will be supporting the application.</p> <p>d) Parish Plan action Traffic Calming and to agree funding for Parish gates and signage – Cllr. S Schuyleman and Mr P. Kopecek. Mr Kopecek (PK) advised that some of the previously advised locations for the gates had been adjusted slightly to enable gates to be installed on both sides of the roads. PK advised that he had been to see gates installed at Boxgrove and East Ashling to inspect the quality gates supplied by Glasdon and JACS. PK’s recommendation was to install Glasdon products which he thought to be of better quality and potentially longer lasting, and they are also supplied with a lifetime guarantee. PK suggested that Balfour Beaty should be considered for the installation of the gates as they also project manage the entire process. Cllr. Schuyleman advised that approval would have to be sought from WS Highways before the works could commence. PK was asked to obtain at least two further quotes from other contractors to compare with the one received from Balfour Beaty. Cllr. Wilkinson expressed concern about purchasing Glasdon gates which are much more expensive than the other suppliers. Cllr. Wright asked for further information about the lifetime guarantee that Glasdon offer. Cllr. Smith suggested that HGV restricted signs should also be considered.</p> <p>e) Community Garden at the recreation ground – Cllr. D. Marston</p>	<p>PK</p> <p>PK</p>

	Cllr. Marston advised that his plans with the landscaper were progressing. DM asked the Clerk to send him the list of residents who have volunteered to help with the garden.	Clerk
13	Noting of correspondence received since 16th February 2019.	
	The correspondence received since 16 th February 2019 was reviewed and noted.	
14	Finance:	
	<ul style="list-style-type: none"> a) To note the bank balances at 28th February 2019. The balances in both accounts were noted. b) To approve the schedule of payments totalling £6957.58. The schedule of payments totalling £6957.58 was approved and a copy of the payments schedule was signed by the Chairman. 	
15	Next Meetings:	
	The next OPC Full Council meeting will be held on Thursday 11th April 2019 starting at 6.45pm. Planning Committee meeting will be held on Thursday 28th March 2019 starting at 6.45pm.	

The meeting closed at 9.40pm.

Signed:
Chairman

Date: