

Pagham Parish Council

Minutes of the **Council Meeting** held on Tuesday
13th February 2018 at 7.30pm in the Committee Room at Pagham Village Hall

Present: Mrs L Allard, Mr P Atkins, Mr P Hailey, Mr P Higson, Mr B James, Mr R Radmall, (Chair), Mrs D Salter, Mr A Smith

In attendance: Nicola Jones (Clerk & RFO)

C17/083 **Receive apologies for absence**
Cllrs Mrs D Hall & Mr D Huntley

C17/084 **Declarations of interest and dispensation requests**
C17/084.1 **To receive declarations of interest by Councillors on any of the agenda items below.**

Cllrs Atkins, Cole, James & Radmall stated that they had a disclosable pecuniary interest in item 7 (Flooding & Coastal Erosion) as each have a beneficial interest in that part of Pagham which is within the area of a serious risk of flooding arising from changing tidal patterns and erosion of the foreshore (the Area) and any decision taken might relate to action to be taken regarding measures taken to protect the Area and requested that it be recorded in the Minutes that they will be taking part in the debate and voting on the item as authorised by the Dispensation granted by Pagham Parish Council at their meeting on 31st July 2012 (minute 61.12c).

C17/084.2 Cllr Mr Smith declared an interest in agenda item 8 – CPRE membership as CPRE's Co-ordinator for the Arun Group.

C17/085
C17/085.1 **To receive written requests for dispensations for disclosable pecuniary interests**
None

C17/086 **Public Session Questions and comments from Members of the Public Present**
C17/086.1 None.

C17/087 **To receive and approve the minutes of the meeting held 2nd January 2018**
C17/087.1 IT WAS RESOLVED that the minutes of the meeting held on 2nd January 2018 be APPROVED and the Chairman be authorised to sign them as an accurate record.

C17/088 **Matters arising from previous minutes (for information sharing purposes only)**
C17/088.1 None

C17/089 **Receive Reports**

C17/089.1 **Chairman**

C17/089.1.1 The Chairman drew attention to the deteriorating situation on the beach at East Front Road, with the beach crest depletion having reached the critical trigger point following winter storms, particularly Storm Eleanor. As a result, the beach crest was only 5m in places and flooding had been witnessed between the properties on East Front Road. It was his view that groynes were urgently required. He believed he had the support of Nick Gibb MP to secure funding via DeFRA. He had approached three contractors regarding groyne design. Cllr Mr Hailey commented that he was the Parish Council's nominated representative on the Coastal Issues Group which had been formed specifically to look at the medium and long term future of the beach. The Coastal Issues Group was not actively pursuing the introduction of groynes at the current time. He further explained that the Group were recommending monitoring the situation on the beach for a year, with a view to implementing the works for which planning consent had been achieved if they were still required and conditions were favourable in terms of the amount of shingle available. They were also looking at the production of a Beach Management Plan for the medium and long term which it was hoped all the member agencies of the group would approve as a way forward for the beach. Groynes could well be a part of the solution longer term. An update sheet had been produced by the Group and was circulated to Councillors. Currently Natural England were commissioning a geomorphology report on the harbour entrance by a leading expert on gravel beaches. It was hoped the report would be completed by the end of March 2018. Cllr Mrs Salter reminded Council that it had not included any amounts in the budget for 2018-19 for supporting either project, and that whilst funds might be available following year end should there be an underspend against budget, no instructions should be given to contractors committing the Parish Council to any expenditure before approval of Council had been obtained.

C17/089.2 **Clerk's Report**

C17/089.2.1 GDPR training update: the Clerk had attended training on the new requirements of the General Data Protection Regulations which would come into force in May 2018. There were several tasks to undertake, including a review of data currently held (paper and electronic), a purge of data which should no longer be held, the appointment of a Data Protection Officer and the introduction of new email addresses for all Councillors to ensure email was readily accessible when Councillors left the Council. Silent Soldier project – details had been circulated to Councillors of the Royal British Legion scheme. It was RESOLVED that the Parish Council participate in the scheme, with the silhouette to be placed on the bus shelter at the Lamb.

C17/089.2.2

District Council's report:

No report.

C17/89.3

C17/89.3.1 **County Council Report:**

No report.

C17/89.4

C17/74.4.1 **Representatives from Outside Bodies**

C17/89.5

C17/89.5.1

A27 Workshop – the latest workshop had seen a presentation by SYSTRA, who were the contractors who would draw up proposals for improvements to A27. Results were expected by the end of April 2018 to meet the RIS2 timeframe. ADALC – no meeting had taken place since the last report. Coastal Issues Group – update had been provided during the Chairman's report Request from ADC for representation on Advisory Group to assist with delivery of large scale developments – it was RESOLVED that Cllr Mrs Salter attend the first meeting.

C17/090 Flooding & Coastal Erosion

C17/090.1 Cllr Mr Radmall suggested that it would be prudent to establish a Flood Management committee which would look at not only beach erosion issues but other flood issues in the Parish, including surface water and sewage. He felt that it should include non-Council members. The Clerk agreed to recommend an appropriate legal format. She pointed out that any group would need Terms of Reference.

- C17/091 CPRE membership**
C17/091.1 Following a verbal report of the benefits of membership including potential access to grant funding, it was RESOLVED that the Parish Council would join CPRE.
- C17/092 Committee Minutes & report** – to note the minutes of the following meetings and action any recommendations (*minutes previously circulated*)
C17/092.1 Planning meetings held on 16th January 2018, 30th January 2018
The minutes were duly noted.
- C17/92.2 Highways & Amenities meeting held 16th January 2018
The minutes were duly noted.
- C17/92.3 Finance Meeting held on 30th January 2018
The minutes were duly noted.
- C17/093 Finance**
C17/093.1 Accounts. The accounts for the period ending 30th November 2017 & 31st December 2017 (previously circulated) were presented. It was RESOLVED to receive and approve the accounts.
- C17/093.2 Orders for payment
It was RESOLVED to approve the attached orders for payment amounting to £1496.66(of which £16.80 was VAT)
- C17/094 Recommendation of Planning Committee**
The Planning Committee which had immediately preceded the meeting had recommended that the Council instruct lawyers in the terms set out in a letter of instruction circulated by the Clerk. It was noted that funds for this purpose were held in an Earmarked Reserve and it was RESOLVED to release funds sufficient to meet the expenditure outlined in the letter, subject to a maximum amount of £5,000.

To note the date of the next Full Council meeting will be held on 27th March 2018

The meeting closed at

Signed _____
Chairman

Date _____