

LYMINSTER & CROSSBUSH PARISH COUNCIL

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Minutes of the Annual General Meeting of the Parish Council Held at St Mary Magdalene Church, Church Lane, Lyminster on Tuesday 8th May 2018 at 7.30pm

Members Present: Penny Bernard, Clive Wicks, Grant Roberts, Tracey Frampton, Roger Davies, Jenny Le Page and Dan Montagnani

Additional Observers: Rowena Tyler and Several Parishioners

- 1. Welcome and Apologies:** Caroline Harriott, Vanessa Baron and Robert Wheal were unable to attend.
- 2. Declarations of Interest:** Dan and Jenny declared a personal interest in a planning application from a mutual neighbour, LY/19/17/PL. Tracey and Grant declared a personal interest in the Lyminster Bypass.
- 3. Approval of Minutes:** the minutes were approved and signed by the Chairman.
- 4. Points Arising from the Minutes:** Jenny is to contact SSALC about the possibility of sharing a paid Parish Clerk with another council or councils.
- 5. Year End Financial Report and Accounts Update:** Grant gave an update on the accounts and expenditure during the financial year (main outgoings are insurance, charitable donations, equipment) and spoke again of concerns about the Parish Council having too strong a cash position and not spending enough of its precept. After discussion, the parish council voted to spend some of its income on 1) possibly paying a shared parish clerk to relieve some of the paperwork burden on the chairman, 2) paying a monthly fee of £5 to Jenny for website maintenance and 3) some printing cartridges and other stationery for Grant to use in his capacity as responsible finance officer. Accounts will be published on the parish council website.
 - 5.1 Certificate of Exemption from Audit:** This was signed by the Chairman.
 - 5.2 Annual Governance Statement:** This was signed by the Chairman. Penny also signed this form in her capacity as Clerk.
 - 5.3 Signature of Accounts:** Lyminster and Crossbush Parish Council had £1945 in cash and £1612 in fixed assets at the end of the 2017-2018 Financial Year. The Accounts were signed by the Chairman. Notices of Publication of Inspection will be put up in the two parish noticeboards and on the website.
- 6. Code of Conduct - Register of Interests and Declaration:** The parish council unanimously agreed to implement and adhere to Arun District Council's Code of Conduct. Jenny circulated the relevant documents to all parish councillors; all councillors completed the register of interests and signed their declarations. Jenny will take the signed copies into Arun District Council's offices for their records.
- 7. JEAAC Update and Conservation Advisory Committee Update:** Tracey had nothing to update as there has not been a meeting since the last parish council meeting. Clive reported that there was nothing of significance from the Conservation committee meeting.
- 8. Planning Applications:** Two applications were discussed. LY/7/18/HH was discussed and there were no objections as it replaces an existing superstructure. LY/19/17/PL was then discussed - the removal of an agricultural tie and a change of land use. There were concerns about the removal of the agricultural tie leading to potential development of the land by a future owner (the land lies out-

side the conservation area). The parish council took a vote on whether to object to the application (Dan and Jenny did not vote as they had a personal interest) and unanimously voted to object to the planning. In their written objection the council will encourage the planning officer to consider expanding the conservation area to include the Arundel Vineyard land. If this were achieved then the parish council would potentially not object to the removal of the agricultural tie on the land. Dan volunteered to draft the objection.

9. Lyminster Bypass Update: Unfortunately Sara McKnight was unable to attend this meeting but has offered to update the Chairman on the latest plans re: Black Ditch and the flooding risk. Grant reported that he had received replies to his letters asking for a new consultation stating that Arun District Council was unwilling to entertain a new consultation. Roger confirmed that he had done some research last year on Section 106 money and that he believes £1.3m was received from the developers and at least £527,000 has been spent on the feasibility study for the Lyminster Bypass. A parishioner, Peter, was then allowed by the Chairman to ask a question. He expressed frustration at the potential delay that a further consultation could cause and made the case that the most recent consultation (4 years ago) and plans for the Lyminster Bypass route had had the support of 65% of the local population. Peter asked how the Parish Council was preparing to proceed. Penny and others confirmed that the Parish Council would consult with parishioners before going further with a request for a new consultation. A discussion of the best way to canvas opinion continued with suggestions of a printed leaflet being put through all the doors in the village to ask if people wanted to ask the District and County Council to look again at the best route and options.

10. Arundel Station Partnership Update: Rowena reported that there is £500 in our budget for station improvements. The Aldingbourne Trust have not been able to plant the two red robin trees as all digging on site has been suspended since the discovery of old pipes. It was agreed by the parish council to fund 1) framing of the map and 2) either pots/troughs for the red robin trees. Grant suggested that a “silent soldier” sculpture might be put in the station grounds; Rowena said that if permission was granted by Network Rail / Southern this could be possible.

11. Silent Soldier Scheme: Roger confirmed that the cost of silent soldier sculptures was £500 for a large standing black iron piece and £50 for a seated perspex piece. A discussion was held on how many sculptures might be wanted and all agreed a budget of up to £600 allowing for one large piece (possibly in the station) and one or two smaller perspex ones in the church. Grant and Roger will lead on this. Penny agreed to ask the artist Alan Burnett for written permission to digitally copy and reproduce the Lyminster and Crossbush Map to sell for the benefit of the Parish.

12. Neighbourhood Plan: It was unanimously agreed for Penny to write and say that the parish council supports the suggestion of the National Planning Policy Framework to increase the protection of Neighbourhood Plans to 5 years rather than the 2 being proposed by the Government changes.

13. Resignation of Chairman and Appointment of New Chairman: Penny resigned as the Chairman and resigned as a Parish Councillor as she is moving house. Dan volunteered to be the new Chairman. No other applications for the post were received. Jenny proposed Dan and he was unanimously voted in by the Parish Council as the new Chairman. The Parish Council thanked Penny for her hard work as Chairman during the last few months.

14. PQT: 1) David Farrer-Brown promised to dig out some historical documents on the Lyminster Bypass for Tracey. 2) Peter suggested building a raised bed around the Red Robin trees using railway sleepers or suchlike and compost so that they might root down without any digging on site. Rowena said she would explore this idea with the Aldingbourne Trust and Network Rail/Southern.

15. AOB: 1) Dan will need to become a signatory on the parish council bank account. Dan will liaise with Paul Burzio on this matter. 2) The Lyminster Fete will be on 21st July. The Parish Council will run a Pimms Tent again. Grant confirmed that there is some Pimms left over from last year and the parish councillors will liaise about the running of the tent.

16. Date and Time of Next Meeting: Tuesday 14th August in the Church, at 7.30pm. Roger will check that the Church is available and book this in.