

Draft Minutes of Ordinary Parish Council Meeting at 7.30pm on 12th July held at the Village Hall

Present: Chairman Ms K. Watson, Vice Chairman Mr M Trist Councillors Ms L. Dyos, Mrs P. Rowland and Clerk to the Council Mrs Andrea Dickson.
MSDC Councillor Colin Trumble and 6 members of the public

1. **Apologies** None
2. **Declaration of Interest:** None
3. The minutes of the previous meeting held 12 April 2012 having been previously circulated, were taken as read and approved and signed by the Chairman.
The minutes of the Extraordinary meeting of the Parish Council to Accept Internal Audit and Annual accounts were read out , approved and signed by the Chairman.

Report from Councillor MSDC

- District Plan –
- Will need to be agreed by Autumn. This is planned from the bottom up, with all local areas having a say in the amount of housing that can be sustained in their area. Local areas need to agree to the District plan– if no ideas are put forward then new housing will be forced on the District.
- National Park is separate planning should meet stringent conditions that compliment the South Downs National Park. (SDNP)
- This led on to questions about Market Garden Councillor Trumble stated that he should be kept informed about the situation. It was agreed that Councillor Trumble would put some points in writing and attend the proposed meeting with MSDC to discuss the policies and procedures with regard to Market Garden planning application.
- Council Tax
- April 2013 will see a change in the way Council Tax will be distributed. Councils will only be reimbursed 90p for every £1 collected.
- This is to encourage people to return to work.
- PC should comment on information that will be provided in August (who will benefit and by how much).
- Polling Stations
Fulking Village Hall was assessed and it was felt it did not reach the criteria to be a Polling Station. Poynings will be the area Polling Station.

Councillor Colin Trumble left the meeting 8.00pm

4. Matters Arising

Planning

- Just to reiterate It approval of Market Garden was not unanimous. It was approved with conditions. The Parish Council (PC) is currently trying to arrange a meeting with Mid Sussex planning department regarding policy/procedures mid August onwards. (Clerk)

- Old Pump House An enforcement order was placed Oct 2011 for unauthorised development on the land. The applicant appealed against the enforcement order. A site visit has been carried out and a decision will be made in around 6 weeks.
- Preston Nomads Work has started to improve the entrance and provide 6 parking spaces for villagers. The PC has approached the villagers and 6 people have expressed an interest. (subject to terms & conditions)
- Planning applications now need to be lodged with SDNP not MSDC

Highways

- Speeding
- It was agreed to take no further action would be taken as all the 20mph signs may be put at risk. Vegetation around the sign on Clappers Lane would be cut back (this is the responsibility of the residents) **Lee Holden**
- Flooding on the corner by the Shepherd and Dog has been cured by West Sussex highways. West Sussex will monitor the situation over the next few months, any problems in this area, please let the Highways Department at Chichester and the PC know. PC. agreed to get a quote to lay turf to prevent further erosion (**Clerk to contact Mark Stepney**) A work order has been submitted to fence the inlet on the opposite side of the road
- The Parish Council met with Tim Boxall and residents immediately affected by the flooding on Four Acres corner. Highways submitted a work order to increase the size of the sump at the top corner of the bridleway and also to clear the water and clean the existing pipe which runs under the road. After this has been carried out residents will further increase the size of this sump, which hopefully will allow a free run from the pipe outlet and will disperse the water more easily.
- Banking on Clappers Lane is the responsibility of the adjoining property owners. Highways have written to the landowner asking to respond within 28 days(Clerk to chase response at end of July)
Footpath 4f – The proposed is currently with legal services to make the order. Prior to that there will be a consultation period with notices displayed on site and the PC will be notified
- Chalk run off from the Bostal – David Ellin, farm manager, has done loads of work digging drain off points, diverting chalk run so problem virtually fixed – many thanks to David for this.

APM

- The Annual Parish Meeting took place on 3rd May. SDNP attended and gave a presentation on neighbourhood

planning. Following on from this, the Parish Council called a meeting to discuss whether or not the village wished to submit a neighbourhood plan. After discussion, it was unanimously agreed that a neighbourhood plan was not needed, due to the likely (unbudgeted) large expense, the time it would take and Fulking's situation within a national park (hopefully protected)

Ram Pump House

- National Trust have visited the property and have agreed to carry out the work on the door and lock , hopefully within the next month. When the work is completed the PC will be given a key to the lock .

North Town Field

- The annual inspection with ROSPA has been carried out and we are awaiting the report.

5. Councillor Vacancy

Nobody has come forward to fill the vacancy . Please ask anybody you think may be interested to come forward and speak to a member of the PC.(Everybody)

6. Financial Matters

- Financial Regulations having been previously circulated, were **AGREED** and **ADOPTED**. They will be placed on the website. (Clerk)
- The cheque list and cheque counterfoils were checked and signed.
- Clerk's timesheet having previously been circulated was agreed ,cheque raised and signed.

7. Insurance Policy / Fixed Asset List

- A weekly inspection of the playground will be carried out by Councillors to conform with the insurance policy. A notice will be placed in Pigeon Post and on the Parish notice board asking Villagers to report any damage to the Clerk. (Councillors & Clerk)
- The fixed assets list was passed around to see if anybody had anything to add. As this differs from the information the insurance company has , they will be asked to re evaluate the assets. (Clerk)

8. Acceptance of Standing Orders

- Standing orders having been previously circulated, were **AGREED** and **ADOPTED**. They will be placed on the website.(Clerk)
- The following procedures having been previously circulated, were **AGREED** and **ADOPTED** as part of the Standing Orders.
 - A. Complaints Procedure
 - B. Sickness Procedure
 - C. Disciplinary Procedure
 - D. Grievance Procedure

9. Acceptance of New Code of Conduct

1. New Code of Conduct having been previously circulated , was **AGREED** and **ADOPTED**. It will be placed on the Website. (Clerk)
2. New Register of Interest Forms were distributed to Councillors. They need to be returned to the Clerk by 2nd August 2012. to enable them to

be placed on the website within 28 days of acceptance of the New Code.(Councillors & Clerk)

3. The Chairman & Clerk were thanked for the work that they had put into the documents prior to the meeting.

10. Training Courses

- A brief report was given on the training courses attended by The Chairman Councillor Dyos and Clerk.
- The Clerk reported on Society Of Local Council Clerks (SLCC) with regards to joining and studying by distance learning for the course "Working With Your Council Course". The PC agreed to cover this cost. (Clerk)
- The PC agreed to the Clerk attending and covering the cost of Sussex Association Of Local Councils (SALC) Networking Day in November 2012 and covering the cost. (Clerk)

11. Joint Parish Meeting

- These meetings have proved very useful in the past, Councillors and Clerks to attend. Details of the meeting to be chased up (Clerk)

12. Website

- Thanks to James Lightfoot for running the website in the past.
- Thanks to John Hazard for taking over the running of the website.
- All Parish Council information is to be published on the website. (Clerk)
- PC would like a permanent section in Pigeon Post to help create interest and give access to all.(Clerk)

13. Comments from the Floor

- The fair is cancelled due to bad weather.
- A Planning meeting will be held on 18th July short notice due to the change over to SDNP.
- A discussion took place with regards to the Bridleway, who is responsible for keeping the path way clear of brambles Tim Boxall or Public Rights of Way. (Clerk)
- Kissing gate at end of Lee Holden's property is in need of repair/replacement . Peter Griffiths was looking into this, it needs to be followed up. (Clerk)
- Road surface in Clappers Lane is bald email Tim Boxall (Clerk)
- A member of the public would like to have a vote of no confidence in MSDC planning, but will wait to see what happens at the meeting August.

14. Dates of the next meetings

- The next Parish Council meetings will be held on 11th October 2012 and 10th January 2013

Meeting closed at 8.50pm

Signed.....Date.....

Minute 4