

Draft Minutes of Ordinary Parish Council Meeting held at 7.30pm on 11th April 2013 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, West Sussex District Councillor Peter Griffiths and 10 members of the public

- 1. Chairman welcomed everybody.**
- 2. Apologies.** None
- 3. Declaration of Interest:** None
- The minutes of the previous meeting held 10th January 2013 having been previously **circulated**, were taken as **read, approved** and **signed** by the Chairman.

5. Matters Arising.

Planning

The Gypsy & Travellers needs assessment is under way. The PC will be consulted when MSDC start to draw up a five year plan.

Lower Kents John Arnold from MSDC has spoken to Mr Cox who has said he would arrange for the bags of rubble to be removed and the site tidied. This has not been carried out at the time of the meeting. A request was made to chase this up near the deadline of the planning application. (Clerk)

Old Pump House The deadline to vacate the property is drawing near, 17th April 2013. A further month was given to clear the site. The PC will be contacting MSDC with regards to the eviction order after the deadline. (Clerk)

Broadreeds The appeal is still in progress.

SDNPA Are holding training sessions for consultees on the planning process.

Andrea our clerk will attend. Equipment needed for planning meetings will be identified and discussed as a result of the training.

Highways

The north end of Clappers lane was repaired in February. The middle part has been identified as a hotspot for Operation Watershed. Operation Watershed is a WSCC campaign to fight flooding problems caused by extreme weather and subsequent drainage issues. The council has a responsibility for highway maintained drainage apparatus. It recognises that a sizeable number of flooding issues are as a result of systems failure from private land or private property, failing ditches and gullies.

The council is seeking to work with PCs to

- Identify and agree hotspots.
- Identify local solutions (farmers & companies who can help)
- Identify volunteers who could take the project forward.

The PC has identified the hotspots; however the PC has concerns that it is not going to be able to meet the expectations in terms of commitment to the programme.

Previous efforts to communicate the problems to the relevant landowners have met with negative or no response. The PC will support and cooperate where possible, at the same time as making WSCC aware that it has concerns about being able to deliver on all three points.

Councillor Linda Dyos contacted Highways with regards to the bank from 5-13 Clappers Lane and they have said somebody should be out to look at it within the next 10 days. (Linda to chase)

The latest update is that the sump at Four Acres Corner should be dug out to form a gully of 3 metres x 0.5 metres hopefully on Friday 12th April 2013.

Highways are still waiting for a contractor to give them a date to continue the gully in the Sands area of Clappers Lane.

Potholes should be reported on 01243 642 105

Preston Nomads Trees have been planted around the car parking area.

Footpath 4f The public consultation period was held between 1st and 28th February. Public have objected to the changes. The decision on the footpath should be made in June. The PC will follow this up (Clerk)

The PC decided not to hold a public meeting as

- The footpath is used by walkers outside the Parish.
- A round robin was sent out advising of the proposed changes, to which the PC only received one comment.

Winter Management The grit bins are at least half full and it was agreed to leave requesting them to be refilled until next winter. An article will be put in the PP requesting feedback on the Winter Management Plan. (Clerk)

North Town Field When spring arrives the appointed contractor will be requested to treat the moss regrowth.

The gate lock has now been adjusted.

The bins will be removed in the near future and a note has been posted to this effect. A disclaimer notice has been posted in the playground stating "Please use the equipment carefully as the Parish Council cannot accept any responsibility for any injuries sustained."

Thank you to the mum who has volunteered to help with the weekly inspections of the playground.

Village Clean up This has now taken place. Thank you to everybody who helped. There has been a spate of rubbish dumping in Clappers Lane- if anybody sees any offenders please make a note of the registration numbers. Thanks go to Pam who has been collecting up the rubbish.

Trees on Stammers Hill The condition of some of the trees on Stammers Hill was brought to the PC's attention at the last meeting. Subsequently, some have been pruned and investigation is taking place as to what to do about the trees that are in NTF that border Stammers Hill. Two quotes have been received from tree surgeons, but it is felt that it would be sensible to have an engineer to look at the bank (some parts of which have precarious overhangs) as the trees are healthy. The PC feel that NTF Trustees should consult Mid Sussex about the trees as it is a conservation area.

6. County & District Councillor Reports.

Peter Griffiths County Councillor

- Thanked the PC for copying him in on emails to Tim Boxall & Gulu Sibanda at WSCC highways.
- Advised the PC to contact Bolney PC to find out how they coped with flooding issues and see if they had any advice.
- 20 miles an hour signs are not legally binding but you can be ticketed for breaking them.
- Information will be sent through on a new pressure group dealing with footpaths. It is hoped that they will shorten the decision making process.
- Pot holes; please use the "app" or telephone number to report potholes. They should not be there for more than 6 days.
- Highways will be reminded to remove signs once work has been completed.

Colin Trumble District Councillor

- Discussed the affordable housing and the District Plan.
- Planning committees may become two district wide committees instead of a north and south one.
- Council was advised that MP Nick Herbert would be campaigning in Hurstpierpoint on Saturday 20th April 2013

7. Co-option of Vacancy As the current PC is well into its term of office, it has stopped actively looking for a fifth member. It has not had a problem being quorate and has a spread of councillors covering the Fulking area, consequently the councillors have agreed to carry on as four.

Should a member of the electorate wish to join the council they should express an interest in being co-opted on to the PC and attend PC and planning meetings.

8. North Town Field Quotes to cut the grass in NTF varied from £60 to £105 per visit with two visits per month required during the growing season. A vote was taken and the lowest quote provided by Mark Stepney was accepted. Mark Stepney provided the service last year and the PC was pleased with the work he carried out. (Pam to inform him)

9. Complaint against the Council and Change to Complaints Procedure

The clerk received a complaint against the Parish Council with regards to the way an expression of interest in being co-opted to the council was handled. The matter was dealt with by the clerk. While dealing with the matter an ambiguity in the Complaints procedure was brought to the council's attention - the number of days to deal with a complaint stated 14/21days. The council held a vote and agreed to change this to 21 days. The complaints procedure has been amended and the current copy is available on the website. (Clerk)

10. Ladybrook Spring Update. The job for the work carried out at Ladybrook Spring was raised by a safety inspector at WSCC. It was a complete surprise to the PC to find the work had been carried out as the PC was working with WSCC highways and Community Projects to make a feature of the spring. After a meeting on 5th July a job was raised for rustic wooden fencing to be placed around it. WSCC had been supplied with quotes to make a feature of the spring and the PC was waiting for a meeting to be arranged to take the matter forward.

The PC has received a number of complaints/expressions of horror with regards to the work carried out at the spring.

WSCC are unsure as to what has happened with the site and are keen to meet to discuss the matter. A meeting has been arranged on 17th April after which the PC will have more information.

The PC will be happy to help as individuals in any project for Ladybrook Spring but will not be leading the project as the PC.

11. Finances

The following payments were agreed and cheques signed

100593 Clerk's salary & expenses £811.40

100590 C Goodridge £3.00 (Land search for Nutshell)

100592 Direct Technical Services £84.84 and 100591 SALC £73.86 had been signed in the period between meetings.

Cheque stubs were cross checked with the cheque list and both signed.

The quarterly bank reconciliation was checked and signed.

The precept information is available on the website along with a link to the complete budget.

After months of trying to sort out online banking, the PC has now found that it is not possible on the type of account currently held.

12. Annual Internal Audit The PC agreed to ask Nick Hughes to complete the annual internal audit. (Clerk)

The dates for the Annual return to the external auditors are as follows:-

Date of announcement of annual audit 26th April 2013

Accounts available for inspection 10th May 2013- 7th June 2013

Annual return to be completed and sent off by 10th June 2013

13. Annual Meeting of the Council and Annual Parish meeting will be combined and held at 7.30pm 2nd May 2013.

The speakers will be
Gulu Sibanda from WSCC Highways
Roy Little from SDNP
Jade Harrison (providing no emergencies on the evening of the meeting)
Pam will arrange the refreshments. Clerk to provide Pam with amounts purchased last year (Clerk & Pam)

14. Crime Update The new PCSO for Fulking is
PCSO Jade HARRISON

26987
Work Mobile 07789374213

15. Comments from the floor The PC would like ideas as to how to raise interest/usage of the impressive Fulking website, and a suggestion was made to link it to the PP email circular (Clerk)

Bob Rowland thanked the PC and Clerk for the hard work that they put in.

16. Dates of the next meetings

11th July 2013 at 7.30pm
10th October 2013 at 7.30pm
Annual Meeting of the Council and Annual Parish Meeting 2nd May 2013 at 7.30pm
Meeting closed at 8.50pm

Signed.....Date.....
Minute 12