

Duncton Parish Council

Minutes of the meeting held on 4th March 2014

Present

M. Bracey, C. Davies, S. Danby, D. Withers, A. Beadsley, R. Boulton.

In attendance

Annie Sneller, A. Harte (Clerk to the Council), M. Brown (WSCC), J. Elliott (CDC), L. Exall, H. Clifford, N. Clifford

Agenda item no. 1 Apologies

P. Darley,

Agenda item no. 2 Declarations of interests:

None

Agenda item no. 3 Minutes

Minutes of the meeting held on 7th January 2014 signed as a correct record.

Agenda item no. 4 Matters Arising

- a) M. Bracey has received a letter of resignation from Pat Darley. **(ACTION A. Harte)**
- b) A. Beadsley and C. Davies report on the Final report of the Joint Scrutiny Task and Finish Group on Flooding.
The recommendations have County Council support. There is a role in planning for flood prevention.
The riparian owner's responsibilities and rights are also recognized.
- c) Statistics from the speed loops have been requested from Fiona Baker again but not received. M. Brown asked to request this information along with follow up from A. Harte. **(ACTION A. Harte & M. Brown)**
- d) The bank protection scheme does not apply to Parish Councils and any losses are only covered by the District and County Councils, but this would not include reserves, just operational requirements. M. Brown informed the Council that WSCC do not use the RBS group so C. Davies proposed that we set up a deposit account with Barclays, Lloyds or HSBC. This was RESOLVED by the council as it also follows the advice of the insurance company to spread the risk of finances in several institutions. **(ACTION A. Harte)**
- e) Bus shelter cleaning and Playground gate cleaning to be done in better weather, by May. **(ACTION C. Davies and M. Bracey)**
- f) The Jubilee tree bench is in storage and will be put in place in drier conditions. **(ACTION C. Davies).**
- g) The Christmas tree has been paid for by S. Anstruther. Thanks go to him for that.

Agenda item no. 5 County Councillor's report M. Brown

- a) WSCC annual budget froze council tax for a 4th successive year.
- b) Better Connected broadband is planned for June 2014
- c) M. Brown emailed Fiona Baker regarding flooding in Lilac Cottage. At the barn on the straight Joel Edwards is involved in the process. There are plans to jet the culvert and install a barrier to prevent further flooding of this property.
- d) Heath End Sand Pit liaison meeting has been arranged for March with Richard Agnew (who will contact the parishes) but it is unlikely that Dudmans will attend as they have had a setback in that their extraction licence extension to 2018 that they have applied for is likely to be denied. The reason being that the integrity of an Iron Age burial long barrow in the vicinity is being compromised due to the extended time

period of extraction. This is welcome news but Dudmans interest will dwindle and the site will revert to the owner (Leconfield Estate) for restoration.

- e) The Graffham turn on the Duncton straight plans have been considered and the original plan to reconstruct the junction has proved too costly. There will be a meeting with the local Parish Chairmen to discuss further options on 14th March 2014.
- f) Ruth Boulton asked M. Brown why there had been 3.5 days of traffic control for a 35mm kerb to be installed outside one house in Duncton. This was not known about by anyone on the Parish Council. This seems odd when the council have been asking for some time for similar measures to be taken in Willett Close. A. Harte to ask Fiona Baker. **(ACTION A. Harte)**
- g) It has been noted that the Duncton Straight will be closed in the night for resurfacing; the council feel that this will be a good time to investigate the collapse of the culvert that has caused the flooding in the Barn on the straight. **(ACTION A. Harte)**

M. Brown left the meeting

Agenda item no 6 District Councillor's report J. Elliott

- a) The district council have added 5p per week to Council Tax on a band D property. This is 0.39% difference.
- b) The Novium is considering becoming a free museum. At present the entrance is £7. M. Bracey suggested that it becomes free for Chichester residents and to charge for tourists.
- c) CDC has made an agreement with SDNP to process their planning applications for the next 3 years. There will be an exploration into where houses may come into the National Park. J. Elliott urged the Parish Council to prepare a local plan as this can help prevent undesired development and will steer development to where it is wanted. A grant is available for publishing the document and an officer will assist.
- d) Emergency planning is an issue as it is difficult for people to implement unless they are aware of whom to speak to. J. Elliott has made an official complaint in the hope that procedures will be clarified for all.
- e) Chichester District Council is hoping to obtain some of the £30 million that is available for Parks and Open Spaces.
- f) Towards the end of March there will be a meeting of CDC about planning suitability in relation to flooding.

J. Elliott left the meeting

Agenda Item no. 7 Speaker Annie Sneller – Petworth Youth Association

Annie Sneller thanked Duncton for their support of the Petworth Youth Association with The Sylvia Beaufoy Centre.

She then went on to explain the history of the trust that runs the youth club and that WSCC are no longer funding youth workers as of 1st April 2014, they will only continue to fund youth offender and crisis management support.

The Petworth Youth Association has raised funds to appoint a centre manager and a sessional youth worker. This fundraising process will be ongoing to keep these workers providing the local area with youth facilities that provide support and vocational training. There is still a shortfall in the funding need of £35 thousand per year of £8 thousand.

M. Bracey suggested to Annie Sneller that if there was anything required, to come back to Duncton Parish Council in addition to the donation given as this facility is available for Duncton young people.

Annie Sneller left the meeting

Agenda item no. 8 WW1 Commemorations

M. Bracey proposed that as a village we should commemorate the anniversary of the beginning of World War 1.
All agreed.

Louise Exall has a plan to plant Poppies in the village and has researched positioning and variety, purchased the seeds and planned the planting and maintenance of the area. It was **RESOLVED** that the parish council should cover the costs. Highways will be informed that Duncton Parish Council will take over the mowing of the area in question by the bus stop from April until September. **(ACTION M. Bracey)**

Nigel Clifford, the Chairman of the Village Hall Management Committee had a range of good suggestions for events through the last weekend of August. This would include an exhibition of photographs and memorabilia, perhaps a film night and a commemorative tree.

A working group will be put together to organise the commemorations. M. Bracey will put together a flyer for the Parish Magazine.

Village Hall Update – Nigel Clifford

The Village hall is doing well, weddings bringing in between £1600 and £1700 each. At the last meeting there were lots of jobs allocated and there are only the blinds, painting, flooring and cupboards left to do in the extension.

Martin and Nigel have been asked to give Graffham advice on running their Village Hall.

A wedding party at the weekend has caused a problem with straw bales to clear up outside. The Village Hall committee will consider making it compulsory for couples to have floors in their marquees.

Agenda item no.9 Speedwatch

Speedwatch requires a minimum of 6 volunteers to undergo training.

Equipment is loaned to the Speedwatch group.

Ruth and Serena expressed an interest in getting a group together for Duncton provided that the training could be at a convenient time and place.

Ruth and Serena to try to get a group together. A. Harte to investigate training times and places. **(ACTION A. Harte, R. Boulton and S. Danby)**

Agenda item no.10 South Downs National Park – Local Plan Consultation Programme

All councillors aware.

Agenda item no. 11 Approval of Standing Orders

New standing orders **APPROVED** unanimously.

Agenda item no. 12 Planning 07/01/2014 - 03/03/2014

- a) Discussion on the current applications took place. Since the last meeting application
- b) SDNP/13/053112/CND, SDNP/13/05630/HOUS and SDNP/13/05692/LIS were APPROVED.
- c) Thanks to Liz Williams for her letter which was submitted on behalf of Duncton Parish Council on 24th January to SDNP planning portal in objection to SDNP/14/00111/CND (Heath End Sand Quarry)
- d) A.Harte has registered 'no objection' through SDNP planning portal for SDNP/14/00159/TEL, SDNP/13/04706/LIS, SDNP/13/04705/HOUS and SDNP/14/00537/HOUS.

Agenda item no. 13 Finance

- a) It was unanimously **RESOLVED** to pay the Clerk's salary and expenses for January / February 2014
£471.69
- b) Payments detailed below to The Holy Trinity Church, MSL Global and Martin Abel Designs RATIFIED

- c) A draft budget for the next financial year was presented to the council and AGREED with changes of £300 to WW1 Commemorations, the furniture grant specified as a reserve and an additional column for VAT recovered.

TO	DETAIL	AMOUNT
The Holy Trinity Church Duncton	Donation	£ 400.00
MSL Global	Meat for Fireworks Evening	£ 119.00
Martin Abel Designs	Website Repair	£ 100.00
Amy Harte	Circular Tree Seat reimbursement	£ 184.90
Clerk's Salary & Expenses 01/01/13-31/02/13		
LCP Scale 21 per SALC Payment Schedule per hour		£ 10.04
Total number of hours worked in Jan/Feb 14	January; 17.33 february; 17.33 + 6 + 2 overtime	42.66
Total salary for Jan/Feb 14		£ 428.31
Less income tax for Jan/Feb 14		
Total salary to clerk for January/February 14		£ 428.31
Clerk's Expenses		
Office allowance Jan/Feb (@ £13.09 pcm)		£ 26.18
Broadband Jan/Feb (@ £5.00 pcm)		£ 10.00
Postage stamps book of 12		£ 7.20
Total Expenses		£ 43.38
Total Salary/Expenses due to A Harte for this period		£ 471.69
Total PAYE due to HMRC		£ -

Agenda item no. 14 Playground report

Rospa need to visit and the bench needs checking. **(ACTION A. Harte)**

Agenda item no. 15 Rights of Way

- a) There is a finger post down opposite Burton Church **(ACTION A. Harte report again)**
- b) Fenced Path needs monitoring **(ACTION ALL)**
- c) Style is roped near North Lodge Burton Park, but this should not cause an obstruction to walkers as they use the alternative route.
- d) A Map of Footpaths is still required. **(ACTION A. Harte to ask again)**

Agenda item no. 16 Correspondence File & Invitations Received 07/01/14 – 03/03/14

Circulated to Councillors.

Invitations clarified. Delegates identified **(ACTION A.Harte to inform organisations of delegates)**

Agenda item no. 17 Councillors Reports

- a) A. Beadsley –M. Brown suggested cutting vegetation alongside quarry as some fallen trees are obscuring road signs. **(ACTION A. Harte – inform highways)**

- b) M.Bracey – Will meet with Pieter Moynten and ensure that a suitable solution to the Graffham turn is arrived at.
- c) R. Boulton – Roadworks to investigate **(A. Harte)**
- d) C. Davies – The grit bin in the layby near April Cottage has been reversed into and damaged. Chris will replace with the spare e has and move the damaged one up to the Village Hall. **(ACTION C. Davies)**
- e) D. Withers – Flooding at Lilac Cottage ongoing due to several factors. Investigations continue.

Meeting Closes at 9.20pm

The next meeting will be on Tuesday 6th May 2014 at 7pm in Duncton Village Hall.

Signed:

Date: