

# Duncton Parish Council

## Draft minutes of the meeting held on 11<sup>th</sup> March 2015

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### Present

M. Bracey, C. Davies, S. Danby, A. Beadsley, P. Darley

### In attendance

A. Harte (Clerk to the Council), J. Elliott (CDC).

### Agenda item no. 1 Apologies

R. Boulton, D. Withers, M. Brown (WSSC),

D. Withers has resigned from the Parish Council due to poor health. It was unanimously agreed that she should receive thanks and admiration from all present for the contribution she has made to Duncton Village through her work with the Parish Council.

It was also reported that due to work commitments R. Boulton is resigning from the Parish Council. Thanks go to her also for her contribution.

### Agenda item no. 2 Declarations of interests:

A. Beadsley Agenda Item 13 – planning application SDNP/15/00494/APNB- councillors own application.

### Agenda item no. 3 Minutes from the Meeting on 8<sup>th</sup> January 2015

Signed as correct record with amendment at Agenda Item no. 17 – the correct date being 23<sup>rd</sup> October and the amount raised so far £150.

### Agenda item no. 4 Clerk's report on action points from the 8<sup>th</sup> January 2015 meeting

- a) Barclays Bank account set up – everything is now in place to open the account. A discussion took place on the most financially secure way to proceed, to keep two accounts open or to move all to Barclays. It was RESOLVED to move all funds to Barclays and close the Co-Operative Bank account as it was still felt that this bank would be a risk. **(ACTION A. Harte)**
- b) Property Marking – An advert was put in the Parish Magazine to which no one responded therefore no further action will be taken.
- c) Neighbourhood Plan - Marie Bracey will meet with Jeremy Aitchison on Monday as he has prior experience and may be able to assist with this.
- d) There are no appropriate properties to put onto the Community Right to Bid Register within Duncton.
- e) The Double white lines on Duncton Straight appear to have improved the situation. There are still works to be done on the straight, potholes, surface dressing and footpath repairs. The VAS is faulty and the wall opposite the Catholic Church is a potential hazard. **(ACTION A. Harte to remind highways and ensure all is done)**
- f) Village Hall Broadband – A. Beadsley reported that he had spoken to Nigel and that this was progressing. C. Davies suggested SSE Broadband provider. **(ACTION A. Beadsley)** With regard to Better Connected Broadband for the village there is slow progress on Cabinet 4. **(ACTION) - M. Bracey** to write to WSSC executive officer to push this on.
- g) **A. Harte (ACTION)** still to investigate the possibility of holding funds for monies raised by the village for charity.

### Agenda item no 5 County Councillor's report

M. Brown was not present and gave his apologies.

### Agenda item no 6 District Councillor's report

- a) At the last District Council meeting all taxes were agreed for the coming year.
- b) J. Elliott will be standing for election as District Councillor for the Bury ward again this year. He reported that the number of District Councillors is being reduced which may cause problems in certain areas.

- c) Church Bell- J. Elliot reported that it may be possible to secure funding for the Bell at the Holy Trinity Duncton on the grounds that it is historic or perhaps a warning bell. **ACTION - M. Bracey** to pass this information onto Bob Mitchell.

J. Elliott left the meeting

#### **Agenda item no. 7 Heath End Sand Pit**

There have been several reports of increased works taking place at Heath End Sand Pit that are creating a considerable noise impact. A communication from Peter Wilsdon was shared with the Council. This proposed an enforcement update meeting take place rather than a liaison group meeting. SDNP are being proactive and M.Bracey will email Peter Wilsdon to reply.

#### **Agenda item no. 8 Election Preparation**

- a) There should be a notice to advertise that Parish Councillors are required at the forthcoming election on 7<sup>th</sup> May. The nomination packs were circulated to councillors wishing to stand again. A notice will be displayed on the Village Notice Board on 23<sup>rd</sup> March. **(ACTION A. Harte)**
- b) It was agreed also to do a notice for the Parish Magazine **(ACTION M. Bracey)**
- c) R. Boulton passed contact details for Vincent who had expressed an interest in becoming a councillor. **(ACTION A. Harte)** to contact him. M. Bracey to contact other possible candidates. **(ACTION M. Bracey)**

#### **Agenda item no. 9 Speedwatch**

Not discussed – for new Council Year. To be put onto the July Agenda

#### **Agenda item no. 10 The Holy Trinity Church Bell**

A request from The Holy Trinity Duncton PCC has been received for help funding the repairs to the historic church bell. The repair cost is £7500 and they have raised nearly half the amount required. M. Bracey asked if there were funds in the current year budget that could be reallocated to this cause and was informed that it would be feasible to offer up to £400. It was **RESOLVED** to donate £400 to the Holy Trinity PCC for the Bell. (M. Bracey proposed, P. Darley seconded)

#### **Agenda item no. 11 Playground**

- d) Repairs to playground – It was unanimously **RESOLVED** to commission Playsafe to do the repairs and replace the tyre swing as quoted. A. Harte and D. Danby to make a decision on the type of seat to use. **(ACTION A. HARTE)**
- e) Quotes from Sovereign, Playsafe, Hags- SMP and Playdale shown and discussed. It was agreed that the plan and price for equipment was favourable with Playdale although it was thought better to attach playpanels to the railings **(ACTION A.Harte)** to ask for a quote for this)
- f) The Council **RESOLVED** to investigate grants to cover the cost of £17,000 **(ACTION A. Harte)**
- g) **ACTION A.Harte** to email Hyde Martlett and the Planning department with the plans of the zip wire to see if this is possible.
- h) The Playground will be the topic for the Annual Parish Meeting on Tuesday 5<sup>th</sup> May 2015. **(ACTION) M. Bracey and A. Harte** to put together a leaflet for The Parish Magazine and Residents to invite them to the meeting.

#### **Agenda item no. 12 Review of Standing Orders**

There were no issues further to those identified at the last meeting so the Standing Orders were reviewed and approved for the forthcoming year.

#### **Agenda item no. 13 Planning 09/01/2015 - 11/03/2015**

- a) Planning applications and decisions discussed. No Objection to be recorded for SDNP/15/00494/APNB (Barn at North Lodge), SDNP/15/00662/HOUS and SDNP/15/00663/LIS (The Cornstore) **(Action A. Harte to submit)**

#### **Agenda item no. 14 Finance**

- a. It was unanimously **RESOLVED** to pay Clerk's Salary and expenses as detailed in the table below.
- b. Donation of £200 to The Three Parishes Magazine **RATIFIED**.

- c. Donation to Petworth Youth Association £250 RATIFIED.
- d. Donation to Duncton Summer fair £300 RATIFIED.
- e. Operation Watershed payment to Landbuild £14,362.80 RATIFIED.
- f. It was RESOLVED to reimburse Marie Bracey for Website payments made.

TO	DETAIL	AMOUNT
Three Parishes Magazine	Burton Park contribution	£200
Petworth Youth Association	Donation	£250
Duncton Summer Fair	Donation	£300
Landbuild	Operation Watershed Payment	£14,362.80
<b>Clerk's Salary &amp; Expenses 01/01/15-28/02/15</b>		
LCP Scale 21 per SALC Payment Schedule per hour		£ 10.26
Total number of hours worked in Jan / Feb 15	Jan; 17.33 Feb; 17.33 + overtime 6.84	41.50
Total salary for Jan / Feb 15		£ 425.79
Less income tax for Jan / Feb 15		
<b>Total salary to clerk for Jan / Feb 15</b>		<b>£ 425.79</b>
<b>Clerk's Expenses</b>		
Office allowance Jan / Feb 15 (@ £13.09 pcm)		£ 26.18
Broadband Jan / Feb 15 (@ £5.00 pcm)		£ 10.00
Computer repair		£ 147.00
Portable hard drive and mouse		£ 43.57
<b>Total Expenses</b>		<b>£ 226.75</b>
<b>Total Salary/Expenses due to A Harte for this period</b>		<b>£ 652.54</b>
<b>Total PAYE due to HMRC</b>		<b>£ -</b>

**Agenda item no. 15 Correspondence File & Invitations received 8<sup>th</sup> January 2015 to 11<sup>th</sup> March 2015**

- a) Pension automatic enrolment– **A. Harte to investigate (ACTION)**
- b) Spring Clean Day a possibility but A. Harte to check if this will be done by others as happened last year **(ACTION)**
- c) Circulated to Councillors

**Agenda item no. 16 Councillors Reports**

- C. Davies – J. Mayes has some boxes of old Parish Council files that will need to be brought to the Village Hall and sorted. **(ACTION A.Harte)**
- M. Bracey – New cupboard for the Meeting Room at the Village Hall to go onto the Budget for next year. **(ACTION A.Harte)**

**The next meeting will be on Tuesday 19<sup>rd</sup> May 2015 at 7pm in Duncton Village Hall.**

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**Signed:**

**Date:**

## **Village Hall Update and Report by Nigel Clifford**

This time of year is always a very quiet period for the hall, however it is then a good time to get various jobs done ready for the main season. The hall is being redecorated, together with the outside seating, and the garden is starting to be prepared for it to bounce back to life.

I hope that you all saw the newspaper article about Messy Church, a new event in the hall run by the two Helens, Brown and Clifford, with help from Serena, producing dragon biscuits (it was Saint David day), and Bob and Annie Sneller from Tillington kindly providing games for the children. I think these were from the youth centre, which the hall supports as you know. So the hall is benefitting from the donation, by support from the club, which is good.

The one big drawback at present is trying to get the village involved in the hall. We would all like to get new events going, but generally people are not very interested, which is a shame. The one thing I am sure that we all don't want is it to become just a white elephant, only for use of parish and village hall meetings and weddings. So if anyone knows any other groups, such as ballet, dance, photographic, etc. who would like to use the hall then please let me know.

The good thing is that any villagers can hire the hall now for 10% of the cost to general public, and the church and parish council have the use for free.