

Duncton Parish Council

Minutes of the meeting held on 6th May 2014

Present

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

In attendance

A. Harte (Clerk to the Council),

Agenda item no. 1 Apologies

R. Boulton, J. Elliott

Agenda item no. 2 Declarations of interests:

A.Harte - Planning application for South Side, Dye House Lane, Duncton, West Sussex GU28 0LF

Agenda item No.3 Election of Chairman and signing of declaration of acceptance of office

On a proposal by the C. Davies it was unanimously **RESOLVED** that Marie Bracey be re-elected Chairman for the 2014/2015 Council Year.

Declaration of Acceptance of Office signed.

Agenda item no. 4 Election of Vice Chairman:

P. Darley rescinded his resignation will continue as a member of the Parish Council for another year but is not prepared to continue as Vice-Chairman.

On a proposal by the Chairman it was unanimously **RESOLVED** that Chris Davies be elected Vice-Chairman for the 2014/2015 Council Year.

Declaration of Acceptance of Office signed.

Agenda item no. 5 Election of Committee Members and representatives:

It was unanimously **RESOLVED** that the committee members remain and represent the following Council issues:

Village Hall Serena Danby / Andy Beadsley

Planning Daphne Withers / Chris Davies / Andy Beadsley

Footpaths John Mayes / Chris Davies

Play Area Serena Danby

Minerals & Waste Ruth Boulton / Liz Williams

Roads Chris Davies

Trees Chris Davies

Burton Pond Reserve Marie Bracey

Emergency Planning Pat Darley / Andy Beadsley

Neighbourhood Watch Pat Darley / Marie Bracey

NEPF Marie Bracey

Agenda item no. 6 Minutes

Minutes of the meeting held on 4th March 2014 signed as a correct record.

S. Danby questioned the accuracy of the minutes - Agenda no.9 Speedwatch – as she thought she had only agreed to look at the possibility of training and not to arrange a speedwatch group with R. Boulton. As R. Boulton was

not present this will be discussed further at the next meeting.

Agenda item no. 7 Matters Arising

- a) Statistics from the speed loops have been received but are not easy to understand. A. Harte to invite someone from WSCC who can explain this data to us to the July meeting. **(ACTION A. Harte)** Repairs to the culvert on the Duncton straight are underway. They initially tried to high pressure jet the culvert but lost the jet so are now digging out and replacing with a larger culvert, this work has over-run. Joel Sykes will deal with the overhanging vegetation obscuring signs and M. Bracey will contact him regarding loose kerb stones outside April Cottage the drainage outside No.1 Willett Close.**(ACTION M. Bracey)** The council appreciate that the other 3 drains on Willett close nearer Lilac Cottage have been redone. With regard to the changes proposed for the Duncton straight there has been notification that the TROs need to be changed to allow double white lines instead of no overtaking signs. This will not be a quick process but is in place.
- b) P. Darley has now rescinded his resignation and will continue until he can no longer attend meetings.
- c) The new account is in the process of being set up and forms have been given to Marie Bracey to be circulated to other signatories for the account. The signatories will be Marie Bracey (Chairman), Chris Davies (Vice Chairman) and Serena Danby. This account will hold the majority of the Parish Council Funds and reserves whilst the Co-operative account will run with minimal balance due to the current doubt over its security. **(ACTION A. Harte and Signatories)**
- d) Poppies have been planted and are growing.
- e) Speedwatch will be on the next meeting agenda (July 2014).
- f) Rospa are booked for June to inspect the playground but they are charging £35+VAT for an appointment when they inspect. P. Darley and other Councilors objected to this policy. A. Harte will investigate if ROSPA is the only organisation that can perform this investigation and to ask the insurance company about this situation **(ACTION A. Harte)**. Also A. Harte to ask if an appointment can be made to suit Serena Danby (Mondays after 1.30pm)
- g) A Footpath map has been provided and photocopied for all councilors. A. Beadsley pointed out that footpath 723 appears to be wrong at the southern end. A. Harte to ask if this could be checked and changed as appropriate. **(ACTION A. Harte)**
- h) C. Davies will change the grit bin when Landbuild move their equipment from in front of it. **(ACTION C.Davies)**

Agenda item no. 8 Planning 04/03/2014 - 05/05/2014

- a) Discussion on the current applications took place. Since the last meeting applications for 17 Lodge Green SDNP/14/00911/LDP and 2 Biddolph Mews SDNP/13/04706/LIS and SDNP/13/04705/HOUS have been REFUSED. The application for 2 Council Cottages SDNP/14/00537/HOUS has been APPROVED and Raise no Objection to SDNP/14/00159/TEL.
- b) A.Harte has registered 'no objection' through SDNP planning portal for SDNP/14/01438/HOUS (2 Garden Mews) and SDNP/14/01575/HOUS (Cathanger Farm).
- c) Application SDNP/14/01576/FUL (Southside) was discussed without the Clerk present and someone other than the clerk will submit 'No Objection' to this application. **(ACTION C. Davies)**
- d) Application SDNP/14/01604/FUL and SDNP/14/01605/LIS for Barlavington Estate Office was discussed and A. Harte to submit 'No Objection'. **(ACTION A. Harte)**
- e) M. Bracey reported on the Heath End Sand Pit Liaison Group meeting. No representative was present from Dudmans. They are continuing to operate under appeal. SDNP will hear the planning application and the appeal will go to the Secretary of State.
- f) There has been an enforcement notice issued on Down View Farm to remove the caravan sited there.
- g) C. Davies attended the All Parishes Meeting that was focused on planning issues. As the local plan will not be ratified until after January 2015 there are lots of applications from property developers trying to optimize the situation where there are less powers not to allow. The temporary travelers' site planned for Westhampnett is believed to be a good idea by Katy Bourne, (the police and crime commissioner) as it

follows a successful model in East Sussex allowing greater powers to move people on from open land. There are however objections from the Westhampnett Parish Council. C. Davies confirmed that the New Homes Bonus did not affect Duncton Parish Council.

Agenda item no. 9 Finance

- a) The annual accounts were described and **APPROVED** by the council.
- b) The annual governance statement was discussed and **APPROVED** by the council.
- c) A. Beadsley pointed out that £2,307 should be a designated reserve for Village hall furniture. **(ACTION A. Harte)**
- d) It was unanimously **RESOLVED** to pay the Clerk’s salary and expenses for March / April 2014
£454.45
- e) Payments detailed below to Louise Exall and West Sussex ALC **RATIFIED**
- f) It was **AGREED** unanimously to pay the insurance renewal fee £750.67 to Came and Company as we are in the second year of a three year agreement with reduced rates.
- g) It was **AGREED** unanimously to pay for photocopies of footpath maps for all councillors.
- h) A. Beadsly pointed out that of the £10,000 donation to the Village Hall extension £500 still has not been spent and will come out of the parish council account at some point.

TO	DETAIL	AMOUNT
L. Exall	WW1 Poppies etc.	£ 22.54
West Sussex ALC Ltd	SALC and NALC Subscriptions	£ 105.19
Clerk's Salary & Expenses 01/03/13-31/04/13		
LCP Scale 21 per SALC Payment Schedule per hour		£ 10.04
Total number of hours worked in Mar/April 14	March; 17.33 April; 17.33 + overtime 7	41.66
Total salary for Mar/April 14		£ 418.27
Less income tax for Mar/April 14		
Total salary to clerk for March/April 14		£ 418.27
Clerk's Expenses		
Office allowance Mar/April (@ £13.09 pcm)		£ 26.18
Broadband Mar/April (@ £5.00 pcm)		£ 10.00
Total Expenses		£ 36.18
Total Salary/Expenses due to A Harte for this period		£ 454.45

Agenda item no. 10 Timber Fitness Trails for Recreation Ground

The Village Hall Chairman had suggested to Marie Bracey that the Village Hall and Parish Council get together to purchase exercise equipment for older children in the village to be put at the Village Hall. This was discussed at length at the recent Village Hall Committee Meeting and it was deemed a good sentiment but practically the wrong location and most were in favour of more organized activities on the recreation ground. It was proposed to investigate play equipment for older children in to extend the existing playground at Willett Close. **(ACTION S.Danby to contact Playsafe for information on equipment A. Harte to put on agenda for the July meeting)**

Agenda item no. 11 Community Orchard

S. Anstruther has asked if the Parish Council could get involved in the community orchard on his land. S. Danby thought it was a good idea in principle but from experience it may be a lot of work, she raised concerns that all the labour would be the parish council's responsibility and restrictions on activities there may be enforced by the estate. M. Bracey proposed that A. Harte, M. Bracey and Kate Brickell meet to discuss this, all AGREED. **(ACTION A.Harte to contact K.Brickell)**

Agenda item no. 12 Free Trees for Communities

Free trees for communities are being offered by The Woodland Trust for areas of freely accessible land. Fruit trees for the orchard were suggested but these are not available in the packs offered. Venues discussed and the Village Hall is a possibility. **(ACTION A.Harte to forward the email to A. Beadsley)**

Agenda item no. 13 APM Annual Parish Meeting

Katy Bourne the Police & Crime Commissioner, Sussex is a good speaker and M. Bracey will ask her to address the subject of road noise and dangerous driving through the village. This is a particular issue at weekends from before 6am. C. Davies pointed out that at the Police Liaison Committee he learned that there was little the Police can do about noise problems and they refer to the Environment Agency who in turn cannot do anything unless it is specific. Speedwatch will also be a topic for this meeting as often vehicles are going too fast to take their registration numbers. **(ACTION M.Bracey put up posters and email Katy Bourne)**

There will be reports from the District and County Councillors, the Chairman's report on the year, Village Hall Management Committee Chairman's report, The Headteacher's report on the School.

Refreshments from 6.45pm

Jenny Davies – Sausage and Vegetable Rolls

Pat Darley – Eggy Sandwiches

John Bracey – Coffee Machine

Serena Danby – Cakes

Marie Bracey – Cakes + bringing Milk and sugar etc.

Serena Danby requested instructions on the operation of the dishwasher **(ACTION M.Bracey to ask John to provide instruction)**

Agenda item no. 13a First World War Commemorations

At the meeting to discuss commemoration events for the start of World War 1 it was decided that on the 4th August there will be a film showing (War Horse) and a meal at the village hall prior to a church service and evening vigil at 11pm. There will be a candle lit procession from the village hall to the church on that evening. On August 31st a Village afternoon tea and games organised by Martin Fleetwood will be organised with a display of memorabilia. **(ACTION A.Harte to put appeal for information into Parish Magazine)**

Agenda item no. 14 Set Dates for Forthcoming Meetings

Monday 30th June 2014

Tuesday 2nd September 2014

Tuesday 4th November 2014

Tuesday 6th January 2015

Tuesday 3rd March 2015

Tuesday 5th May 2015

All meetings to be held at Duncton Village Hall at 7pm.

(ACTION A.Harte to book hall)

Agenda item no. 15 Correspondence File & Invitations received 5th March – 6th May 2013

Circulated to Councillors.

Agenda item no. 16 Playground report

Rospa are booked to inspect in June but if they cannot do this at a pre-arranged and convenient time then an alternative course of action will be taken. (see matters arising)

The repairs to the wet pour are coming away from the edges S.Danby agreed to speak to Chris from Playsafe about this. She also asked Chris Davies if he could paint the gate. **(ACTION S.Danby and C.Davies)**

Agenda item no. 17 Councillors Reports

- a) P.Darley – Asked if there was a rave up on Duncton Hill on Easter Sunday, there were many cars parked either side of the road on the hill. S.Danby confirmed that the Police were called to attend as it was published in the Midhurst and Petworth Observer. M.Bracey will ask Paul Isaac the local PCSO what happened. **(ACTION M.Bracey)**
- b) A. Beadsley – with M. Bracey attended the Burton Mill Pond Liaison Committee (Burton Local Nature Reserve). Updates were given on the restoration of Chingford Pond – this will be closed until at least the end of August as work has only just restarted. There are still people that ignore the barriers. The plans for Burton Mill Pond including the proposed Wheelieboat access for fishing. Sutton Parish Council objected to the scheme as they did not want the pond turned into a ‘theme park’. A neighbour to the pond has offered his driveway for disabled access and is being helpful with the process. Chris Davies said that Norman Young had proposed a water turbine at Burton Mill Pond. SDNP will decide based on policy and that includes allowing conservation and accessibility.
- c) M.Bracey - Attended the Holy Trinity Church’s Annual Meeting and provided a copy of their accounts and annual report.
- d) D. Withers – Enquired when the new notice board would arrive. A. Harte explained that A.Bradley was having trouble sourcing some materials. The council agreed that this was taking far too long as it was ordered a year ago. A.Harte to contact A.Bradley and give him 4 weeks to complete the project and if it was not there by then to cancel the order. **(ACTION A.Harte)**

Village Hall Update and Report

- a. Wooden trails discussed
- b. Snagging list for the builders regarding new extension, there is a ramp to go by the back door
- c. Cupboards still to be constructed in the extension
- d. Doors will be open to new extension on Election Day
- e. 7 weddings booked to the end of August
- f. 7 weddings for next year all at £1750
- g. Daffodils to be planted outside in the autumn
- h. J.Bracey ordering new furniture
- i. A.Beadsley investigating a mobile changing bench
- j. Discussed getting rid of the garages and replacing with a container
- k. Discussed purchasing mobile staging
- l. Film Nights were discussed IAW brought up and A.Beadsly proposed the Parish Council supplement the grant in order to get a movable one, all AGREED
- m. There will be a BBQ and Quiz 7th June

- n. The next VH meeting is on 10th June and the AGM 29th July
- o. Bank has been seeded
- p. Discussed a portable BBQ for the Village Hall

Meeting Closes at 9.30pm

The next meeting will be on Monday 30th June 2014 at 7pm in Duncton Village Hall.

Signed:

Date: