

Duncton Parish Council

Minutes of the meeting held on 09th September 2014

Present

M. Bracey, C. Davies, S. Danby, D. Withers,

In attendance

A. Harte (Clerk to the Council), J. Elliott (CDC), M. Brown (WSCC), D. Burden, R. Harte,

Agenda item no. 1 Apologies

A. Beadsley; R. Boulton, P. Darley

Agenda item no. 2 Declarations of interests:

None

Agenda item no. 3 Minutes from the Meeting on 30th June 2014

Signed as a correct record.

Agenda item no. 4 Clerk's report on action points from the 30th June 2014 meeting

- a) Operation Watershed cheque arrived: £11969 Landbuild to be appointed to do the work. **(ACTION A. Harte)**
- b) Bank account set up still in process.
- c) Meeting to be arranged with Kate Brickell **(ACTION A. Harte)**
- d) Winter Maintenance all remains the same. **(ACTION A. Harte)**
- e) AH to contact P. Isaac to arrange a property marking session for all villagers **(ACTION A. Harte)**

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

- a) M. Brown reviewed issues reported to WSCC for Duncton. Safety concerns regarding the bends south of Seaford College much improved since the signage was put in place. Operation Watershed work for Willet close drainage will go ahead now the cheque has been received. M. Brown will pursue the double white lines for the Duncton straight, vegetation needs cutting back and the TRO removal is in process. M. Brown will urge them to expedite matters.
- b) Broadband improvement through better connected still shows no date for improvements at Duncton due to Cabinet 4 issues. M. Brown will try to find out what the situation is with this.
- c) Footpaths – wardens walk the routes but no reports are provided to Duncton Parish Council about issues or clearance schedules. M. Brown will look into this and M. Bracey will bring this up at the next CLC. **(ACTIONS M. Brown & M. Bracey)**

M. Brown left the meeting

Agenda item no 6 District Councillor's report

- a) J. Elliott spoke about the Minerals Plan list and possible extraction at Horncroft and further extraction in Duncton. This is a matter for the SDNP and responses have been made by L. Williams and Duncton Parish Council. D. Burden asked the comments made in any responses to not be emotive.
- b) Chris Patterson has taken over from Mr Twigs for the neighbourhood blanket plan. J. Elliott will arrange a meeting to discuss this with other Bury Ward parishes, possible date 14th October. A. Harte to book Duncton Village hall for this. **(ACTION A. Harte)**

Agenda item no. 9 Planning 01/07/2014 - 09/09/2014

- a) South Side Dye House Lane Planning Application – Letter circulated to councillors regarding the timeline associated with this application. R. Harte explained the situation to J. Elliott as CDC were not uploading

correspondence to the website and were considerably beyond the determination date given. J. Elliott offered to arrange a meeting with Mr and Mrs Harte and John Saunders to resolve this situation as it is unsatisfactory.

- b) Planning applications and decisions discussed. A. Harte to submit 'No Objection' to the application for change in Vodafone mast. **(ACTION A. Harte)**

J. Elliott and R. Harte left the meeting

Agenda item no. 7 Response to WSCC & SDNP consultation on proposed mineral sites

M. Bracey, L. Williams C. Davies and J. Mayes met to discuss the response to the Minerals Plan consultation, this needs to be submitted by 22nd September. Coopers Moor would only go ahead alongside Duncton Common and this in turn can only be a continuation of Heath End. Dudmans' involvement was discussed as they no longer need to provide an Environmental Impact Assessment for their application to extend their licence. Meeting to be arranged to formulate the response for submission. **(ACTION A. Harte)**

Agenda item no. 8 Speedwatch

R. Boulton will push to arrange the speedwatch training as soon as possible. **(ACTION R. Boulton)**

Agenda item no. 12 Finance

- a. It was unanimously **RESOLVED** to fund the WW1 commemorations:
- i. Projection & Film £420
 - ii. Food £185.06 (donation to charity of £37.01 to be taken from this amount)
- b. Donation made to charity via a 20% discount on the food from Heath End Farm Shop for the WW1 evening this adds another £37.01 to the charity funds raised on that evening.
- c. £500 in cash donations banked from the WW1 war horse evening to be given to Help for Heroes and The Royal British Legion. Along with the donation from Heath End Farm Shop this will be £537.01, £268.50 to each charity. There is a further £75 to come from donations, this will be banked and then further cheques issued. **(ACTION A. Harte)** The Council are very grateful to Caroline Fleetwood, Martin Fleetwood, Louise Exall and Jean Slattery for all their hard work putting these WW1 Commemorations together so brilliantly.
- d. Request from Air Ambulance Service for £250 Donation. Budget set at £150, Unanimously **RESOLVED** to make this donation.
- e. Clerk's Salary and expenses

Payments Due 01/09/2014			
TO	DETAIL	AMOUNT	
Dave Potter	Playground Inspection	£55	to be ratified
Heath End Farm Shop	Food for WW1 Commemorations evening	£148.05	to be ratified
Roche Audio Visual	Interactive Screen	£ 2,470.80	to be ratified
MJ Visual	Film projection WW1 Comms	£ 420.00	to be ratified
Arun and Chichester CAB	Donation	£ 50.00	Resolved
Clerk's Salary & Expenses 01/07/13-31/08/13			
LCP Scale 21 per SALC Payment Schedule per hour		£ 10.04	
Total number of hours worked in July/Aug 14	July; 17.33 Aug; 17.33 + overtime 5.84	40.50	
Total salary for July/Aug 14		£ 406.62	
Less income tax for July/Aug 14			
Total salary to clerk for July/Aug 14		£ 406.62	
Clerk's Expenses			
Office allowance July/Aug (@ £13.09 pcm)		£ 26.18	
Broadband July/Aug (@ £5.00 pcm)		£ 10.00	
Laminating Pouches		£ 3.00	
Total Expenses		£ 39.18	
Total Salary/Expenses due to A Harte for this period			
		£ 445.80	
Total PAYE due to HMRC			
		£ -	

- f. New notice board – Above the budget of £1000 at £1344 + VAT from KP Joinery. This was **AGREED** by councillors by email prior to order and was the cheapest out of more than 4 quotes.
- g. Interactive whiteboard purchase **RATIFIED** at £2470.80 which is above the grant specified but this extra expense had been agreed prior to purchase by 4 councillors.
- h. Financial Regulations were reviewed outside the meeting and agreed and adopted.
- i. Grant of £1400 received from CDC for the interactive screen
- j. VAT reclaim sent for £2317.57
- k. Operation Watershed grant received of £11969. Work to be booked with Landbuild.

Agenda Item No. 11 Playground Report

- a) Plans to extend the playground with equipment for older children are continuing with suggestions of a skate ramp, sports and exercise equipment, goal post, zipwire etc. Several companies are being looked at to get ideas. Need to look at planning permission and to ask Hyde Martlet (**ACTION S. Danby**) Dave Potter (playground inspector) doesn't think fencing is required.
- b) Funding for this is to be researched. A. Harte to look into the Grange Community Fund. (**ACTION A. Harte**)
- c) Nappies are being put into the bin on the playground. A sign to be put up stating 'Due to health reasons please do not dispose of nappies in this bin' (**ACTION A. Harte**)
- d) Chris to paint gate. (**ACTION C. Davies**)

Agenda item no. 12 Correspondence File & Invitations received 1st July- 9th September 2014

- a) Invitations to All Parishes Meeting 21st October M. Bracey and C. Davies to attend
- b) Parish Council Workshop 23rd October M.Bracey and C. Davies. Venue etc. to be received and emailed.
- c) Circulated to Councillors

Agenda item no. 13 Councillors Reports

- D. Withers – Manhole cover outside Lilac Cottage was fixed within 4 days
- C. Davies – Footpaths Maintenance reports and communication an issue. Will be brought up at CLC.
- D. Burden asked who cuts the growth on Duncton Hill viewpoint as it is beginning to obscure the view. A.Harte to investigate and get it cleared.
- A.Harte to email Mike Dare and thank him for the clearing work on Duncton Hill. (**ACTION A. Harte**)

The next meeting will be on Tuesday 4th November 2014 at 7pm in Duncton Village Hall.

Signed:

Date:

Village Hall Update and Report

Members J. Slattery, K. Ditton, M. Fleetwood and F. Poutney left the committee.

Remaining members are Nigel Clifford (Chair) Andy Beadsley (Treasurer) Caroline Fleetwood (Vice-Chair) Alison Pindell (Secretary), Keith Gadd, John Bracey and Serena Danby.

There is a list of snaggings for the builder and the disabled ramp and cupboard are still to be completed. Outside there is still levelling and seeding to be done.

New garage options are being investigated.

Increase in giving to the local community – Village Events and lowering the charges for Duncton residents.

Chestnut Tree Hospice Event.

Nominated Charity each year.

7 weddings booked for 2015, there were 12 this year.

Another recycling bin is being ordered.

New Gardener

Small freezer is being investigated by John Bracey. They are also looking at getting a new Charcoal Barbeque

Tillington Hall will come and explain how they use and operate their hall.

The Insurance now includes Fireworks cover.