

Duncton Parish Council

Minutes of the meeting held on 1st September 2015

Present

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

In attendance

A. Harte (Clerk to the Council), M. Brown (WSCC) J. Elliott (CDC), N. Moore, P. Thomas

Co option of Councillor

M. Bracey proposed Co-Option of Nicholas Moore as Parish Councillor for Duncton. This was seconded by C. Davies and RESOLVED by the council.

Agenda item no. 1 Apologies

V. Leysen, S. Danby

Agenda item no. 2 Declarations of interests:

None

Agenda item no. 3 Minutes from the Meeting on 7th July 2015

Signed as a correct record.

Agenda item no. 4 Clerk's report on action points from the 7th July 2015 meeting

- a) Councillor Co-option –
 - a. Financial regulations, standing orders and code of conduct emailed along with electronic version of register of interests and good councillor guide to N. Moore. Acceptance of office form and Code of Conduct form completed.
 - b. All councillors reviewed and accept the code of conduct and signed forms.
- b) CDC register of interests update Register of interests to complete for CDC (**M. Bracey**)

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

- a) M. Brown discussed the role of the coroner's service following the tragic accident at Shoreham Airshow.
- b) M. Brown was asked about the progress of the Superfast Broadband. The new cabinet (NO.8) will be commissioned on 12th September. It is then available for people to order through their Internet Service providers.

M. Brown left the meeting 7.30pm

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

- a) J. Elliott informed the council that match funding was available through CDC a possible source of funding for the playground extension. The next meeting to allocate funds will be at the end of October / beginning of November. **A. Harte to speak to D. Hyland**
- b) At a second meeting with Amy Tyler-Jones and Chris Patterson to discuss the possibility of a blanket neighbourhood plan there was little support for a cluster plan. Bury is doing their own neighbourhood plan and the other 5 parishes would prefer to pursue a Village Design Statement with assistance from the SDNP representative Chris Patterson. J. Elliott to request this assistance.
- c) John reminded the council about the next All Parishes Meeting to be held on 30th September. Clerks are being encouraged to attend.

J. Elliott left the meeting

Agenda item no. 7 Playground

- a) Safety inspection has been carried out, report received with no action points. The invoice has been paid.

- b) Proposed extension – It as suggested that further funding may be available from WSCC but preferably to a community organisation. A Sub Committee was proposed but it would then not be possible to reclaim the VAT. It was proposed and then RESOLVED to use half the precept for match funding available from CDC. A. Harte to Liaise with David Hyland. **(ACTION A. Harte)** A. Harte requested assistance with finding funding c. Davies offered and V. Leysen may help, A. Harte to ask. **(ACTION A. Harte)**
- c) A discussion took place on the Zip wire age group and A.Beadsley suggested splitting the work and doing the elements inside the existing area first. A. Harte to investigate cost implications of doing this. **(ACTION A. Harte)**

Agenda item no. 8 Speedwatch

C. Davies has asked R. Boulton for the list of potential volunteers she had collected for this, 6 are required for the training. The speedwatch group will log registration numbers through Operation Crackdown and if a significant percentage are recorded over the limit in a certain period of time this will trigger action from the police.

Agenda item no. 9 Winter Maintenance

C. Davies has checked and reported to WSCC that the bin at the bottom of Duncton Hill needs replacing. We await their response.

Agenda item no. 10 Signage at Beechwood lane

M. Bracey has discussed with V. Gosden from East Lavington Parish Council the possibility of both Parish Councils getting together to provide a sign to prevent delivery vehicles travelling down Beechwood Lane to get to Lavington Park or Seaford College. M. Harting has already provided such a sign. M. Bracey and V. Gosden feel that there should be clear signage at the entrance to Seaford College Lavington Park. M. Bracey to write to Greg Burt at Seaford College. **(ACTION M. Bracey)**

Agenda item no. 11 Planning 08/07/2015 - 01/09/2015

- a) Planning Applications and SDNP Decisions 8th July – 1st September 2015
All reviewed:
 - i. Laudacre SDNP/15/03902/HOUS & SDNP/15/03928/HOUS – No Objection subject to consultation with neighbours. C. Davies to contact. **(ACTION C. Davies)**
 - ii. Flat 9 Willett Close SDNP/15/03715/FUL – RESOLVED No Objection
- b. Other planning issues
 - i. Update on Down View Farm – SDNP have called on the contractor and lorry movements seem to have stopped. The Environment Agency have also flagged the issue for the next Burton Park Reserve meeting.
 - ii. Development Station Road Heath End – P. Darley attended the meeting held by the developer and feels it will be an improvement on the current building.
- c. Heath End Sand Pit – waiting for inspector as new dates have been issued following the mistake in the notice served previously.
- d. Report on Neighbourhood planning meeting with SDNP in District Councillors report.

Agenda item no. 12 Finance

- a) Clerk's salary and expenses for July/August agreed as shown below.
- b) Playground inspection – Andy Figgins- £55 paid and RATIFIED.
- c) Audit 14-15 fee to PKF Littlejohn LLP £240 paid and RATIFIED.
- d) Comments from External Auditor – All fine apart from the asset register changes. Current insurance values have been used and some items written off. In future the insured value must not change in line with insurance values but remain the same until written off.
- e) M. Bracey asked if it would be possible for Barclays to issue a debit card as we had previously with the Co-Operative Bank. **(ACTION A. Harte)**.
- f) It was RESOLVED to purchase a second cabinet for the meeting room for use by the Village Hall.

Clerk's Salary & Expenses 01/07/15-31/08/15			
LCP Scale 21 per SALC Payment Schedule per hour		£	10.26
Total number of hours worked in July / Aug 15	July; 17.33 Aug; 17.33		34.66
Total salary for July / Aug 15		£	355.61
Less income tax for July / Aug 15			
Total salary to clerk for July / Aug 15		£	355.61
Clerk's Expenses			
Office allowance July / Aug 15 (@ £13.09 pcm)		£	26.18
Broadband July / Aug 15 (@ £5.00 pcm)		£	10.00
Clip Frame		£	8.46
Envelopes		£	2.69
Total Expenses		£	47.33
Total Salary/Expenses due to A Harte for this period		£	402.94

Agenda item no. 13 Correspondence File & Invitations Received

08th May- 1st September 2015

- a) M. Bracey proposed that all correspondence will from now on be by email except the few things received only by post. Only a copy of the Agenda and Minutes will be printed if required. Agendas, Minutes, meeting documents and all correspondence will be sent by email to personal email accounts or if this is not acceptable A. Harte will set up a Duncton website email for councillors that require it. Seconded by C. Davies and RESOLVED.
- b) SDNP Local Plan consultation. A meeting to be arranged to discuss the Council's response to this. A. Harte to circulate possible dates. **(ACTION A. Harte)**
- c) All Parishes Meeting 30th September M. Bracey and possibly A. Harte to attend. **(ACTION A. Harte)**
- d) CLC at Duncton on 29th September.

Agenda item no. 14 Councillors Reports

M. Bracey – Has received quite a lot of correspondence regarding the fireworks which were let off at the Village Hall at a Wedding held there. The complaints have been passed to the Village Hall Management Committee and they have discussed it at their meeting and will ensure that this does not happen again. Apologies from the Village Hall Committee were passed on.

Duncton Village Fireworks are planned for the 7th November 2015

Meeting closed 9pm

The next meeting will be on Tuesday 3rd November 2015 at 7pm in Duncton Village Hall.

Signed:

Date:

Village Hall Report

All committee remain in post.

Discussion on Wedding supervision following complaints about late fireworks, suggestions of employing a local person to be on site. Implementation of stricter regulations on fireworks, only using approved contractors. Now requesting £500 cash deposit to prevent flouting of regulations. A Carpenter is required and flooring may be replaced this year.