

<p>the Parish Council.</p> <p>d) Footpaths – Cllrs Thomas & Clifford</p> <p>Cllr Napthine reported that the footpath from the village hall to Burton Park road has been cleared however the footpath around the small pond is still overgrown. The footpath around the trout farm is passable. Cllr Thomas to follow up with the footpath warden.</p> <p>Cllr Thomas reported that a new fingerpost had been sited up by the village hall and another one on the Cricketers to Seaford College footpath.</p> <p>e) Rewilding of Communal Areas</p> <p>Cllrs O’Sullivan and Clifford reported that a plan was in place to reduce mowing to twice yearly on the lower green backing onto the woods, to encourage wildflowers. In addition any cuttings from the Autumn mowing could potentially be used for the bonfire. Cllr Clifford to take forward with Andy Gadd.</p> <p>Cllr O’Sullivan suggested that the boggy area could be used to plant fruit trees and that Sebastien Anstruther may be interested in supplying local apple tree varieties for planting. Cllr O’Sullivan to follow this up and report back. It may be possible to plant this year. Cllr Thomas noted that it would be necessary to speak to the village hall committee to ascertain that there was no other use earmarked for that piece of land.</p> <p>Cllr Thomas suggested that the bulbs purchased last year could be added to, to complete the planting started in the previous year. Council agreed that this was a good idea. Cllrs Thomas and Clifford to follow up.</p> <p>f) Bus Stop Repairs</p> <p>It was suggested that there may be someone who has moved into Willett Close who may be able to assist. Cllrs Thomas and Clifford to follow up</p> <p>g) Recruitment of additional councillors</p> <p>It was confirmed that Cllr Harte had placed an advert on facebook but no response had been received. Clerk to check the rules governing whether someone on the border of the parish is eligible to join the parish council.</p> <p>Cllr Napthine mentioned he may know of someone willing to join the parish council and will report back.</p> <p>h) Update on any issues regarding CCTV in private properties – Cllr Napthine</p> <p>Cllr Napthine reported that this was now resolved after a conversation with the homeowner and clarification provided around the use of CCTV.</p>	<p>Cllr Clifford</p> <p>Cllr Thomas</p> <p>Cllr Clifford</p> <p>Cllr O’Sullivan Cllr Thomas</p> <p>Cllr Thomas Cllr Clifford</p> <p>Cllr Thomas Cllr Clifford</p> <p>Clerk</p> <p>Cllr Napthine</p>
<p>AGENDA ITEM 5: FINANCE</p> <p>a) To approve Clerks salary and expenses – Appendix A</p> <p>On a proposal by Cllr Napthine and seconded by Cllr Harte Clerks salary and expenses were approved</p> <p>b) To note and approve income and expenditure report – Appendix B</p> <p>On a proposal by Cllr Napthine and seconded by Cllr O’Sullivan Council approved the income and expenditure report (Appendix B)</p> <p>c) To approve the regular Bank Reconciliation – Appendix C</p>	

<p>On a proposal by Cllr Harte and seconded by Cllr Clifford the bank reconciliation (Appendix C) was approved by Council</p>	
<p>AGENDA ITEM 6: PLANNING</p> <p>The Council discussed planning application SDNP/21/01810/HOUS. Council requested that the Clerk submit a comment of no objection.</p> <p>Discussion took place regarding an application by Weston Stud but it was clarified that this is not within the parish.</p> <p>Clerk confirmed that a comment of no objection had been submitted for application SDNP/21/03354/LIS</p>	<p>Clerk</p>
<p>AGENDA ITEM 7: REPORT FROM DISTRICT COUNCILLOR – ALAN SUTTON</p> <p>Cllr Sutton provided a full report as included in Appendix D. The main elements from his report were discussed as follows:</p> <p>It was noted that West Sussex is taking the lead in working with housing associations and private partners to identify and secure housing for displaced Afghan families. The District Council have already homed 1 family and are hoping to provide accommodation for another 6 families in the next 6 months. It was asked whether a piece could be included in the parish magazine. Cllr Sutton to send details to Cllr Thomas.</p> <p>Cllr O’Sullivan asked whether the villages are suitable given the lack of transportation. Cllr Sutton noted the concerns but pointed out that a lot of those needing support are working professionals. It was noted that there is a lot of concern from people in England with relatives in Afghanistan as there is no longer any consular support in the country.</p> <p>Cllr Sutton reported on the drive to get people visiting Chichester and the surrounding areas to stay and enjoy other parts of our area. The Great Sussex way has taken over from Visit Chichester as this concentrated too much on the city and not the surrounding areas.</p> <p>Cllr Sutton discussed the value of red carding certain planning applications that may need more discussion and highlighted that he was happy to work with the parish council if possible to ensure any planning applications of concern are properly addressed. Cllr Sutton noted that Downsview Farm had gone to appeal and the Parish Council are welcome to speak at the meeting when a date is set. Discussion around the application took place with the Council agreeing that they would like to attend the meeting – Clerk to advise when a date is received for the appeal.</p>	<p>Cllr Sutton</p> <p>Clerk</p>
<p>AGENDA ITEM 8: REPORT FROM COUNTY COUNCILLOR – TOM RICHARDSON</p> <p>None</p>	
<p>AGENDA ITEM 9: ANNUAL FIREWORKS DISPLAY (12th November)</p> <p>Cllr Mills apologised that he had not yet actioned anything on the list previously sent out however would do so. A budget of £700 was confirmed for the fireworks, Clerk to communicate this to Aurora who have confirmed that they will set off the fireworks as well as supply them on 12th November. It was confirmed that the hall is booked for this date. Cllr Thomas to confirm</p>	<p>Cllr Mills</p> <p>Clerk</p>

<p>catering with the pub.</p> <p>Discussions took place around roping off the area and it was suggested that Andy Gadd may have stakes that can be used and the purchase of some tape would be sufficient. Clerk to confirm with insurance company regarding cover and liability. It was confirmed that previously the village hall insurance covered the event.</p> <p>Cllr Mills to produce a save the date announcement and flyer to advertise the event to the village. Clerk to forward the previously used flyer.</p> <p>Cllr O’Sullivan confirmed that she would be able to supply soft drinks as in previous years</p>	<p>Cllr Thomas</p> <p>Clerk</p> <p>Cllr Mills</p> <p>Cllr O’Sullivan</p>
<p>AGENDA ITEM 10: CORRESPONDENCE TO NOTE</p> <p>The Parish Council confirmed receipt of the following correspondence:</p> <p>a) Local Plan Review newsletter</p> <p>Cllr Sutton noted that this was not relevant to the SDNPA</p> <p>b) CDC Local Transport Plan</p> <p>c) Southern Water & Neighbourhood Plan Survey</p> <p>d) WSALC Chairman & Clerk Forum</p> <p>Cllr Thomas confirmed that he would be attending the Chairmans Forum</p>	<p>Clerk</p>
<p>AGENDA ITEM 11: MATTERS ARISING NOT ON THE AGENDA</p> <ul style="list-style-type: none"> • Cllr Thomas reported that the recent village party was a success and that the distribution of profits back into the village was under discussion. • Cllr Thomas confirmed that he had spoken with Sue Laker regarding the availability of the training for the defibrillator and would update with dates. Clerk to put on the agenda for the next meeting • Clerk to check Cllr Harte’s emails as she is unable to send anything • Cllr Napthine asked whether Neighbourhood Watch is still active – it was confirmed that the group is still active but not as proactive as they could be. Cllr Napthine expressed his concerns about how crime is being dealt with and the quick closure of cases. Cllr Sutton highlighted that there is an active Sussex Crimewatch group on Facebook which is useful for highlighting crimes as well as a rural crime squad at Midhurst. Cllr Sutton informed the Council that Cllr Richardson has a good relationship with the Police and that he may be able to assist. It was also highlighted that the divisional inspector Tom Carter may be able to look into the matter however getting a PCSO assigned to Duncton should be a priority. • Cllr Napthine asked what was happening with Heath End Quarry. Cllr Thomas confirmed that Sabrina has left but another meeting will be booked to which Cllr Napthine would also attend. It was confirmed that the Leaconfield Estate will be taking over the site however Dudman are supposed to reinstate the site. • It was noted that the site has huge potential for wildlife and potentially an angling society may be interested. Cllr Thomas to send the minutes of the liaison committee to Cllr Sutton and coordinate with Cllr Napthine 	<p>Cllr Thomas</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Thomas</p>
<p>AGENDA ITEM 12: PUBLIC QUESTIONS</p> <p>None</p>	
<p>AGENDA ITEM 13: ANY OTHER MATTERS FOR INFORMATION ONLY</p>	

AGENDA ITEM 14: DATE OF NEXT MEETING	
The next Council Meeting will be held on Monday 8th November 2021, 19:00	
The Meeting ended at 20.43	
These minutes are an accurate record of the meeting	
Signed:	
Name & Position:	
Date:	

Appendix A

Clerk Salary and Expenses

Clerks Salary 1 – 31st July 2021

Net Salary £335.35

PAYE £60.40

Clerks Salary 1- 31st August 2021

Net Salary £335.35

PAYE £60.40

Paid by Standing Order on last working day of the month

Clerks Working from Home Expenses (as per contract)

Date Paid	Detail	Reason	Cost ex VAT (£)	VAT (£)	Cost inc VAT (£)
31/7/21	Working from home allowance (July)	As per contract. Agreed payment by dd each month	36.00	0	36.00
31/8/21	Working from home allowance (August)	As per contract. Agreed payment by dd each month	36.00	0	36.00
Total			72.00	0	72.00

DUNCTON PARISH COUNCIL					
File Number	Date of Payment	Payment Method	Payee	Description	Gross
Receipts					
	07/06/2021	BACS	Barclays	Interest 9 Sept	0.2
					0.20
Payment Ref Number					
18	23/07/2021	dd	HL O'Callaghan	Reimbursement of Card Reader Purchase	38.4
18	30/07/2021	SO	HL O'Callaghan	Working from home - July	36
19	30/07/2021	dd	HL O'Callaghan	Clerk Salary - July	335.35
20	30/07/2021	dd	HMRC	PAYE July	60.4
21	02/08/2021	dd	HL O'Callaghan	Easyspace renewal reimbursement	137.34
22	03/08/2021	dd	Chi Payroll Serv	Payroll - July	10
23	30/07/2021	SO	HL O'Callaghan	Working from home - August	36
24	31/08/2021	dd	HL O'Callaghan	Clerk Salary - August	335.35
25	06/09/2021	dd	HMRC	PAYE August	60.4
26	06/09/2021	dd	Chi Payroll Serv	Payroll -August	10
27	08/09/2021	dd	Unipar services	Yearly Callibration of Radar Gun	300
					1359.24

Duncton Parish Council		
BANK RECONCILIATION		
6th Sep 21		
RECEIPTS & PAYMENTS		
Balance brought forward as at 31/03/21		£9,403.41
Add Total Receipts		5361.46
Less Total Payments		(3,244.46)
TOTAL		£11,520.41
BANK		
Current as @ 6/9/21		3,528.84
Savings as @ 6/9/21		7,991.57
Plus Uncleared Deposits		
TOTAL		£11,520.41

Afghan Refugees

As you will have seen through the media, we have all been faced with the heart breaking images of people trying to flee Afghanistan. As a council, we are committed to playing our part to support the Government's emerging plan. This aims to help those most in need, particularly women, girls and those who have been helping British operations in Afghanistan. In the same way that we have helped Syrian families to settle in the Chichester District, we are fully committed to supporting the national effort to help the most vulnerable Afghan people to resettle in the UK, in any way that we can.

We understand that the Government is looking to resettle 20,000 Afghan refugees in the UK over a number of years, with 5,000 in the first year. This is in addition to the current Afghan Locally Employed scheme, which works to relocate at-risk Afghan workers who have supported coalition troops. We're proud to say that Chichester District Council was one of the first districts to have housed a family under the Locally Employed scheme, and that we are looking at housing more people in the near future. West Sussex County Council will lead on any scheme to resettle Afghan refugees in the county. Our main role will be to identify suitable housing that can be used as part of the scheme.

Waste Collections

Unlike several of our neighbouring districts and boroughs, Chichester Contract Services have managed to provide a full kerbside waste collection service including green and trade waste throughout the year. This has been very difficult at times particularly over the last few months, with many of our crew members taking much needed annual leave and the teams being continually impacted by the pandemic. We have been very close at times to dropping one or more rounds but by transferring staff from other operational areas of CCS including the workshop, this has not been necessary. We hope that the relaxation of the track and trace rules around self-isolation will now reduce the challenge that we have been managing on a daily basis.

Health Protection

While Covid restrictions have been relaxed the Health Protection team continue to provide support and guidance to businesses for outbreak management and ensuring their risk assessments cover any necessary Covid controls. The Health Protection Team has recommenced their food inspection programme which has been on hold since March 2020 due to Covid. New, high risk and non-compliant premises are being prioritised for inspections up until March 2022 in line with the Food Standards Agency's Local Recovery Plan. The remaining backlog will then follow in 2022/2023.

Petworth Vision

CDC has approved funding to assist Petworth Vision to manage the creation of a dedicated website and design of a logo for the Petworth Heritage Partnership to go 'live' in September. This partnership comprises the following organisations:

- St Mary's Church
- United Reformed Church
- The Leconfield Hall
- Sacred Heart Church
- The Old Railway Station
- Petworth & District Community Association
- Petworth Vision CIC
- The Petworth Society
- Petworth Business Association; and,
- The Petworth Town Band.

The aim of promoting the organisations together on one dedicated website is to help showcase Petworth's large number of heritage sites in a more efficient way in order to encourage greater community engagement and increasing visitor numbers into the town. The ongoing maintenance of the new website will be funded by donations raised during the Heritage Weekends and throughout the year.

We have also approved funding for Petworth Vision to set up and run computer training at the United Reform Church for residents of Petworth and the surrounding areas. It is being presented as an IT café and training will range from on-line banking and shopping, to the use of Zoom and Skype as well as IT Security. There will be two morning sessions a week running from 14 September 2021 until September 2022

As always I am happy to answer any questions or signpost you if your question falls outside my remit

Kind regards

Alan

Alan Sutton

Cabinet Member for Housing, Licensing, Communications and Events

Fittleworth Ward

Chichester District Council