

# COLDWALTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 24<sup>th</sup> NOVEMBER 2015 7.30PM AT THE LODGE HILL CENTRE, LONDON ROAD, WATERSFIELD

Those Present: Cllr G Nelson Chairman  
Cllr S Hewer Vice-Chairman  
Cllr T Burr  
Cllr O Dudman  
Cllr B Maher  
Cllr J Evans  
Cllr A Lilley  
Cllr J Bowler

Mrs LD Sherlock-Fuidge Clerk

### ACTION

15 / 49.00 **PUBLIC PARTICIPATION**

None present.

15 / 50.00 **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Viccari and D Cllrs Donnelly and Clarke.

15 / 51.00 **TO APPROVE AND SIGN MINUTES**

Minutes for meetings held; 13<sup>th</sup> October 2015 and planning meetings held on 13<sup>th</sup> October & 11<sup>th</sup> November 2015 were accepted and were signed by the Chairman, Cllr Nelson.

15 / 52.00 **TO RECEIVE ANY DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS, AND ANY CHANGES SINCE THEIR LAST DECLARATION OF INTERESTS**

No declarations were received for this meeting.

15 / 53.00 **BUDGET AND PRECEPT FOR 2016/17**

15 / 53.01 The Clerk distributed copies of the current year's accounts against budget.

Cllr Nelson brought to the members' attention the overspend of £1500; this he accounted for as £750 on behalf of the AHPF, this would be repaid at the end of the year, £400 for a new laptop for the Clerk, and £300 for the dog waste bin purchased for the playing field. Cllr Nelson highlighted that the clerk is working on an old laptop which she owns. Cllr Evans agreed that the Council should be providing the clerk with the tools to enable her to do her job.

**RESOLVED**

**Councillors agreed the purchase of a laptop to £400 for the clerk.**

**15 / 53.02**

The Clerk had distributed copies of the provisional budget. This is attached as Appendix A.

Cllr Nelson reminded members that many of the items are ongoing and necessary. Members discussed the figures of the current budget,

Cllr Nelson recommended increasing the Alban Head overall portion to £6,000, an increase of £440 or 8%.

The Clerk highlighted items where the figures had been adjusted from last year's audit fee.

**Existing Items:**

- Salary Increases: Cllr Nelson proposed a 2% increase in salaries; however, the Grounds Man's would increase by 7% to bring his up to £7.20 the minimum living wage.
- Cllr Maher raised concerns about the Automatic Pension Enrolment for the Alban Head members of staff. Cllr Burr highlighting that this issue is urgent as the deadline is 1<sup>st</sup> January, with fines possible from June 2016.
- The Clerk confirmed that she did not wish to opt into a pension scheme provided by the Council, under Automatic Enrolment, as the amount she would receive would be very small.
- Alban Head portion to be increased to £6,000.

**Cllr  
Nelson  
URGENT**

**New Items:**

- **Website Costs:** The Clerk advised that hosting cost for the Parish Website were £75.00 per year, and maintenance at £35.00 per hour, she had allowed for two hours, hopefully Cllr Viccari could confirm if this was suitable. **Agreed.**
- **Dog Waste Bin Clearance:** Alban Head to fund the £125 per year cost. **Noted**
- Cllr Maher highlighted that potentially purchasing salt in the future as WSCC had previously provided salt free in the past. The Clerk advised that this is no longer the case, and WSCC had offered bulk bags at £80 each in 2014. Cllr Maher advised that there is sufficient this year but if used this winter would need replacing before winter 2016. The Clerk advised that salt may be available from Travis Perkins. **Noted**

**Annual Donation Requests:**

- Members agreed to continue the annual donations to: Youth Club, Coldwaltham & Hardham churches, Minibus Assoc. and Poppy Appeal. **Confirmed**
- Members discussed possibly continuing donations for Age UK (Horsham District) and the Air Ambulance (Kent Surrey & Sussex). Cllr Bowler asked what Age UK did for local residents, the clerk advised that Age UK (Horsham District) had provided services to residents via their Homes Services. **To Be Discussed Further**

**15 / 53.03**

**Precept:** Cllr Nelson proposed an increase to the precept of 2% against the proposed budget as shown on the budget spreadsheet. This would be a deficit of £315 Precept against Expenditure; indicating that this can be met from reserves.

The Clerk advised that the 2% increase as shown in the budget papers, would appear as less than 1.1/4% on resident's council bill due the ongoing reduction in the Council Tax Grant, the change in the tax base on which the resident portion is

calculated.

Members discussed different levels of increase to the Precept; Cllrs Hewer and Bowler proposed a 3% increase. Compromise was reached at 2.5%, however, this would be confirmed at the next meeting.

**RESOLVED**            **Councillors agreed the proposed budget – with further discussion needed regarding donations and the precept increase.**

**15 / 54.00**        **FINANCE**

**15 / 54.01**        **Account Summary:** The Clerk gave all Councillors a copy of up to date accounts for the Parish Council and Alban Head Playing Fields Committee. These are attached as Appendix B & C respectively.

Cllr Hewer queried an additional invoice received from PWS for spraying the playing field in 2014, Cllr Nelson would investigate this further.

**15 / 54.02**        **Payments:** Authorised and signed cheques by:  
the Chairman, the Clerk and Cllr Maher for;

Lodge Hill Centre	October & November Meeting Fee	£50.00
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**15 / 54.03**        **Donations:** Authorised and signed cheques by:  
the Chairman, the Clerk and Cllr Maher for;

Age UK (Horsham District)	Section 137	£ 100.00
Air Ambulance (Kent Surrey & Sussex)	Section 137	£ 250.00

**15 / 55.00**        **RIVER LANE PATH**

Cllr Burr updated council regarding his discussions with the Barlavington Estate, Andy Kinnear had met with him to clarify what was required.

Andy Kinnear appreciated that the original proposed route wasn't suitable. He also advised that Network Rail were in the processes of re-routing the existing footpath which crosses the rails through the Thorndale bridge under the railway line. He recognised that the purpose of the route is for residents to gain access to the river bank.

Barlavington Estate wishes to re-route the Permissive Path from the fisherman's carpark (on River Lane) to the Thorndale Bridge, avoiding the Pest House and its associated problems given its use.

*Cllr Lilley had to leave the meeting.*

Roger Pool, a PDAC Angler was using the river – was asked if he had any problems with residents using the path along the bank, the angler asked if the Coldwaltham Parish Council would be prepared to hire fishing rights to angling clubs, noting that he wouldn't think of making a link between these two items, but others might.

Cllr Burr advised that further discussion was had regarding the word and use of the word "Reasonable" as used by Barlavington Estate in the Licence agreement with regards to possible termination of the agreement, Andy Kinnear appreciated this.

Piscary Bailiff, Colin Smithson had mentioned that there might be some benefits of other fishermen using the stretch, and the problem mainly was the lack of parking facilities. Cllr Dudman noted that the Piscary Rights are not the Councils' to distribute as these are Common Rights. The lack of car parking might be a contributing fact but thought to be anecdotal. Cllr Burr has investigated the issue of common rights, and it seems that the land owner is permitted to sell "surplus" Common Rights.

Cllr Burr confirmed that in outline, Barlavington Estate would be prepared to establish a permissive path from the fisherman's' carpark to the River Bank for residents use. Cllr Burr would continue his discussions, highlighting, that Piscary Rights weren't available to angling clubs as these aren't granted by the Parish Council but are common rights granted to parishioners.

**15 / 56.00**      **WINTER WEATHER PLAN**

Cllr Maher & Nelson proposed writing to residents again, with a new letter based on the previous, primarily to update the information held, as changes have happened in the two years. Residents could send replies to Cllrs Maher or Nelson, the Clerk or drop it in to Pauline in the Post Office.

Councillors agreed to help distribute these letters by hand, so replies can be collated quickly. Cllr Maher would maintain the list of responses.

**15 / 57.00**      **CHAIRMAN'S REPORT**

**15 / 57.01**      **Alban Head Chairman Report:**

Cllr Nelson confirmed that the grant arranged by C Cllr Arculus has been received. Chris Glithero and Cllr Lilley had received quotes for the work, these had been discussed by the committee this week, and it is hoped that the work will start shortly. The Clerk confirmed that the invoice would be paid for through the council accounts to enable the VAT to be reclaimed.

**15 / 57.02**      **Alban Head Committee Structure:**

Cllr Nelson had no update to report.

**15 / 58.00**      **CORRESPONDENCE**

**15 / 58.01**      Clerk showed members the Parish Website working site. The Clerk confirmed a new email address would be set up for her, she had confirmed this with Cllr Viccari.

**15 / 58.02**      Lodge Hill had written to the Council for their support regarding their future development plans which involved enlarging the Bradbury Hall. This is part of the pre-application planning process. Cllr Nelson advised he would write back, confirming that the Council would comment when the planning application is received.

**15 / 58.03**      Cllr Evans advised that Rail Users Group have updated the timetable for services into and out of London.

**15 / 59.00**      **PLANNING**

**15 / 59.01**      **Silverdale Development Update** – Cllr Evans updated to the council regarding the application, although the November start date has passed, surveys have commenced, the ecological team have started relocating wildlife.

**15 / 59.02**      The Clerk updated the Council regarding recent applications;

- SDNP/15/04857/FUL, Hardham Mill Business Park, London Road, Hardham, PERMITTED

**15 / 59.03**      It had been noted by councillors that there had been two articles in local papers – that Housing Associations are likely to build more smaller developments of homes to reduce the possibility of these homes being purchased under a right to buy scheme.

**15 / 60.00**      **ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK**

**15 / 60.01**      **Policing:** Cllr Evans advised that Sussex Police will be setting up a Resolution Call Centre where residents can access information regarding burglaries, as frontline policemen will not attend homes when a burglary has been reported.

**15 / 61.00    PARISH MAGAZINE**

Cllr Evans advised that the next issue of the Link is in January.

**15 / 62.00    DATE OF NEXT MEETING.**

**Next meeting of Council:** is on Tuesday 12th January at 7.30pm, at Lodge Hill, and will include the confirmation of the Precept Request for 2016/17.

Meeting Closed at 9.10pm.

**Chairman:**.....    **Date:**.....

Distributed to those present, also Cllr Viccari, C Cllr Arculus and D Cllrs Donnelly & Clarke.