

COLDWALTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 8th NOVEMBER 2016 7.30PM AT THE LODGE HILL, LONDON ROAD, WATERSFIELD

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| Those Present: | Cllr G Nelson | Chairman |
| | Cllr S Hewer | Vice Chairman |
| | Cllr T Burr | |
| | Cllr O Dudman | |
| | Cllr B Maher | |
| | Cllr J Evans | |
| | Cllr J Bowler | |
| | D Cllr Donnelly | District Councillor |
| | D Cllr Clarke | District Councillor |
| | Mrs LD Sherlock-Fuidge | Clerk |

ACTION

- 16 / 53.00** **PUBLIC PARTICIPATION**
- None Present
- 16 / 54.00** **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**
- Apologies were received from Cllrs Lilley and Viccari and C Cllr Arculus.
- 16 / 55.00** **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.
- 16 / 56.00** **TO APPROVE AND SIGN MINUTES**
- Minutes for meetings held; 11th October 2016 and planning meetings held on 26th October 2016 were accepted and were signed by the Chairman.
- 16 / 57.00** **FINANCE**
- 16 / 57.01** **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 A & B respectively.
- 16 / 57.02** **Payments:** Authorised and signed cheques by the Chairman, Clerk and Cllr Maher for;
- | | | |
|----------------------|-------------------------------|---------|
| Lodge Hill Trust Ltd | Meeting Fee | £ 25.00 |
| Travis Perkins | Paint for Line Marking (AHPF) | £ 16.80 |
| Agrovista Ltd | White Line Powder (AHPF) | £ 46.70 |
| Mark Weston | Sign maintenance | £ 75.00 |

16 / 58.00

BUDGET AND PRECEPT FOR 2017/18

The Clerk re-distributed copies of the provisional budget at the meeting.

Cllr Burr reminded members that there is still uncertainty regarding the Government's wish to cap Parish Council precepts.

The Clerk noted that the Tax Base figure has not been advised yet, so an accurate calculation of how any precept increase affects a Band D household is not possible, advising that these figures are using last year's tax base.

Cllr Nelson proposed a 2% increase in all salaries; the clerk updated the budget accordingly. It was noted that the Groundsman and Caretakers figures were included in the Alban Head total figure.

Coldwaltham Youth Club Donation Request: Cllr Nelson had received a request from Paul Byford on behalf of the Coldwaltham Youth Club for their annual donation to be reinstated. Concerns regarding the future viability of the youth club had receded somewhat as new helpers had come forward and the club has continued this term. Councillors noted that the youth club had been in receipt of an annual donation for well over 10 years, Cllr Nelson thought that they were not short of funds as they can hire the hall out and they run a very successful jumble sale each year. Members asked to view their accounts to confirm this.

Clerk

Going forward, Members suggested that the Youth Club is asked to apply for money up to £500 (their previous donation amount) if they need it for a specific project, in affect use the Parish Council as a lender of last resort. It was also suggested to encourage the Youth Club to make use of the Alban Head's facility during the summer. Members concerns were the impact of this decision on the Youth Club.

Only additional item against the previous year is the appointment of a manager for the Alban Head. Members discussed this item specifically next.

16 / 58.01

The new role of a part-time Manager for the Alban Head Playing Fields, and the budgetary implications regarding salary.

- *A Part-Time Manager for an initial appointment of 2 years, to manage the day to running of the playing field, reporting to the Parish Council directly and through the Alban Head Committee, also to promote the Alban Head Playing Field as a facility for the local and wider community, to increase the usage and generate additional outside funding.*

Cllr Nelson had proposed an initial salary of £2600 a year for 3-5 hours a week, as indicated at October's meeting, to be funded partly by reducing the portion of the precept received by the Alban Head to £5000 from £6000; making other savings in the Parish budget - £500 from the CYC donation and reduced Insurance Premium, and lastly by increasing the precept.

Members noted that the Parish Council had in the past made very small increases to the precept. It is hoped that going forward the position will become partly self-funding; as one of the roles will be to promote use of the Alban Head as a facility for the community so bringing in more revenue, but initially the salary will need to be funded by the Parish Council.

Cllr Burr had a note of caution; Would Council find someone suitable for the role for this salary? Would it not be easier to find a group of volunteers keen to run the Alban Head?

Cllr Nelson noted that the Field is currently run by a group of very dedicated volunteers, but they are volunteers and when issues crop up there is no one available to handle the issue or to negotiate with potential hirers.

As highlighted in the Parish Plan last year, this is another example of how there is a lack of volunteers in the community; the Youth Club had been expected to close though a lack of volunteers, the Village Help Scheme is likely to close as there is a lack of drivers, no one attending meetings with a view to joining the Parish Council should a vacancy occur.

RESOLVED Members agreed the creation of a Part Time Manager Position as described above, for an initial salary of £2600 per year.

16 / 58.02 Following these expenditure changes the Clerk read out the revised figures to Council: Alban Head Budget of £5,000, Parish Council expenditure of £10,130, Total Expenditure of £15,130.

RESOLVED Members agreed a combined Budget of £15,130 to include 2% increases in salary and £2600 for the employment of a Manager for the Alban Head.

16 / 58.03 **Precept Calculation:** The Clerk read out the updated figures for the Precept calculations following the changes agreed in the budget. Members proposed a 9% increase which will cover the increased in expenditure, noting this looks better than 10% increase.

Members agreed a 9% increase for this year intending that it should only be for the one year and not to have similar increases in the future.

The Clerk advised that this 9% increase would be about £2.75 a year for a Band D property, which equates to 5p a week increase.

D Cllr Donnelly suggested that Council trial this with comment beforehand, referring to the small increases in previous years and that the increase is contribution towards a village asset.

RESOLVED Members agreed to increase the Precept request by 9% for the 2017/18 Financial Year, to

The proposed budget is attached as Appendix C, and is to be confirmed at the December meeting.

Since the meeting the Clerk has received provisional Tax Base and Grant figures from HDC, the tax base is expected to be 462.3 The grant has reduced by a further 80% from the 2016/17 figure to £43.

16 / 59.00 **CORRESPONDENCE**

16 / 59.01 Cllr Evans noted that the work load of police must be great as they are very slow at responding to our requests regarding the speed campaign.

16 / 60.00 **PLANNING**

The Clerk updated the Council regarding recent applications;

- SDNP/16/03967/FUL, Hardham Water Treatment Works London Road, Hardham, Permitted
- SDNP/16/04180/HOUS, Waltham Mead, Old London Road, Coldwaltham, Permitted

The Clerk advised that she needs to arrange a planning meeting for the 21st or 22nd November, hoping to have received another application by then.

16 / 61.00 **ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK**

16 / 61.01 Cllr Dudman updated members regarding Sandham Hall response regarding the long continuity of the Post Office. Sandham Hall do not feel any need to worry at the current time as Pauline Streeter says she has no intention of retiring.

Cllr Nelson remains concerned at the short-sightedness of this stance – as it could potentially take several years to find a replacement for Pauline.

As previously noted the village could well look forward to the loss of this crucial amenity. However, Pauline has said that it is not the Sandham Hall's decision, but the Post Office's; the License is awarded to the Post-Person rather than the location.

It was suggested that the PC take on a more lead role in lobbying the Post Office that one should remain in the current guise. Send a strong community message, that the right candidate is found to ensure this essential village amenity.

It was noted that there are now no banks in either Pulborough or Arundel.

16 / 61.02 Cllr Evans noted that there had not been any controversy over the last month, with regards to deliveries to the Silverdale site.

16 / 61.03 Cllr Nelson commented that Cllr Veccari is wishing to reduce some of her roles on the Council – Cllr Evans is happy to take on her role and will liaise with her.

16 / 61.04 D Cllrs Donnelly & Clark updated council regarding

- Boundary Commission Survey for District is going ahead.
- HDC are looking at saving costs by sharing services with Chichester DC.
- Rural Parking – looking to introduce a charge for the Blue Disk
- HDC are mandated to only increase by the rate of Inflation expected to be about 2%
- The Railway site at the back of Pulborough Station has been approved.
- Henfield Neighbourhood Plan: the appeal has gone against the plan - the site selection process had not been rigorous enough.
- HDC are helping Pulborough PC with their Neighbourhood Plan.

16 / 61.05 Cllr Nelson updated members that the Alban Head is running well, the ground has been reseeded and fertilised. There has already been an increase in bookings - a football academy in October and a party for June next year.

16 / 62.00 **PARISH MAGAZINE**

Cllr Evans collected items from council for inclusion in the Parish Link:

- Alban Head Manager
- Precept increase
- Highlighting the problems of no volunteers
- Rural parking charges
- Youth Club jumble success

16 / 63.00 **DATE OF NEXT MEETING.**

Next meeting of Council: is on Tuesday 13th December at 7.30pm, at Lodge Hill to confirm the precept and budget for 2017/8.

The Clerk distributed provisional meeting dates for 2017 for comments from councillors.

Meeting Closed at 9.05 pm.

Chairman:..... **Date:**.....

Distributed to those present, also Cllrs Veccari & Lilley and C Cllr Arculus.