

# COLDWALTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 15<sup>th</sup> MARCH 2016 7.30PM AT THE LODGE HILL CENTRE, LONDON ROAD, WATERSFIELD

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

Chairman 7:40  
Vice-Chairman

Mrs LD Sherlock-Fuidge Clerk

Parishioners Linda Davison  
Marc Forster Carole Forster

Cllr Hewer chaired the meeting until Cllr Nelson arrived.

**ACTION**

15 / 75.00 **PUBLIC PARTICIPATION**

No comments were made.

15 / 76.00 **PLANNING**

The Planning application was brought to the top of the agenda, giving Cllr Nelson more time to arrive.

15 / 76.01 **SDNP/16/06298/FUL PENN HOUSE, OLD LONDON ROAD, HARDHAM**

*Replacement Dwelling (Amended Plans)*

Cllr Hewer presented the plans to the meeting. The amended plans were scrutinized and compared to the original.

The meeting had no objections to the application.

**RESOLVED: To offer no objection to SDNP with regards proposed application**

15 / 77.00 **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Viccari, Cllr Nelson advised he would be late.

15 / 78.00 **TO APPROVE AND SIGN MINUTES**

Cllr Nelson arrived.

Minutes for meetings held; 12<sup>th</sup> January 2016 and planning meetings held on 26<sup>th</sup> January, 3<sup>rd</sup> February and 1<sup>st</sup> March 2016 were accepted and were signed by the Chairman.

**15 / 79.00 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 / 80.00 TO CONFIRM AUDIT PROGRAM FOR 2015/16**

The Clerk advised that she wished to use Rachel Hall as the Internal Auditor again for the current year's accounts.

Timetable, - year ends 31<sup>st</sup> March, Audit to Rachel Hall, so the report can be received by the meeting in May, when the External Audit Report needs to be signed, as needs to be received by External Auditors by 13<sup>th</sup> June.

Members confirmed Rachel Hall for the audit.

**15 / 81.00 FINANCE**

**15 / 81.01 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.

The Clerk highlighted:

- £6000.00 received from AH – this is for the Pavilion roofing project, so far the initial payment to the contractor has been made, the final invoice is expected to be more than the £6000 AH had received as a grant, so there will be a further payment expected.
- £370.00 grant received from Wild Brooks for 2 benches
- Transparency Grant – the clerk applied for this through SALC and we should receive £1329 at the end of the month.

**15 / 81.02 Authorise & sign amendments to Bank Standing Orders:** Authorised and signed letter instructing Lloyds Bank to amend the current Standing Order to reflect 2016/17 figures, by the Chairman, and Cllrs Hewer & Maher: Clerk's Salary £273.67, & Alban Head Monthly £295.00.

**15 / 81.03 Payments:** Authorised and signed cheques by: the Chairman, and Cllrs Maher & Hewer for;

Lodge Hill Trust Ltd	Meeting Fee - March	£25.00
Chubb Fire & Security	Fire Extinguisher Service & Rental	£120.58
The Society of Local Council Clerks	Annual Membership	£88.00
The Sign Shop	Piscary Rights Signs	£36.00
WSALC	LCR Magazine Subscription	£17.00
Mrs. LD Sherlock-Fuidge	Travel & Sundry Items	£197.21
HM Revenue & Customs	PAYE Jan to Mar	£197.20
Sustainable Furniture (UK) Ltd	Benches for AHPF with Grant from Wildbrooks	£370.00
Professional Weed Solutions	Field spraying (AHPF) 2014	£480.00

**15 / 81.04** The Clerk would like to apply for an account at Travis Perkins, for use by Alban Head and the Parish Council, members need to agree a credit limit, she suggested £200.00

Members agreed this limit, the clerk would confirm any further details required.

**15 / 82.00 CHAIRMAN'S REPORT**

**15 / 82.01 Alban Head Chairman Report:** Cllr Nelson advised that it is a quiet time of year.

The major project of Pavilion Roof which has been carried out this winter the refurbishment work is underway, and is expected to finish next week. Cllr Nelson expressed his thanks for all the time and work, Chris Clitheroe, who has taken the time to meet and discuss the project with the builders, being on site each day and assisted to move products and waste across the field. These works will protect the pavilion for many years to come; the roof comes with a 25year Guarantee. Thanks should also be given to Cllr Lilley and Stuart Hayter for their advice as well.

**15 / 82.02 Alban Head Committee Structure:** Cllr Nelson distributed his thoughts regarding the future management and structure of the Alban Head. He has consulted the Alban Head Committee, the Parish Council and members of the public, and the report highlights the problems and offers some solutions; highlighting the main problem being that the playing field is principally run by volunteers, this is not sustainable, there is a need to look towards the long term security of the Alban Head for it to become a more used part of the community.

Cllr Nelson proposed a time scale: second reading this autumn, as there are some budgetary implications, which would need to be discussed in November, this would give the potential to implement any changes agreed, in the next financial year 2017/18, however this may need to be delayed until 2018/19, as a level of funding would need to be agreed by council, and residents of the parish brought on board to achieve this.

**15 / 83.00 PARISH COUNCIL WEBSITE**

Cllr Evans updated members on progress in Cllr Veccari's absence, noting:

- Graham has agreed that 1<sup>st</sup> of April is an achievable launch date for the Parish Website.
- Training for Clerk and Cllrs Veccari, Evans, Nelson and other if required.
- This will ensure the sustainability of the website ongoing if and when members of this council leave.

**Cllr  
Veccari**

Cllr Nelson encouraged members to promote the website when it is running. This is a key item recognised in the Parish Plan being achieved. However, Cllr Nelson highlighted that continued commitment needs to be recognised, with continued updating and a maintenance budget to consider.

**15 / 84.00 RIVER LANE PATH**

Cllr Burr updated council regarding his ongoing discussions with the Barlavington Estate. However, nothing has been heard from them since last October. Still awaiting their response following his proposals for re-routeing the path to avoid the Pest House.

Residents of Watersfield currently do not have a route to access the river.

**15 / 85.00 CORRESPONDENCE**

**15 / 85.01** Cllr Evans - Updating a few residents regarding the situation of the development, one member of this group was not very complimentary. Cllr Nelson highlighted that the application had been discussed by the Parish council and their objections conveyed regarding the application. Cllr Nelson briefly mentioned some comments made.

The Clerk had been asked to contact the Legal Services at HDC for their advice and thoughts regarding these comments. This would need to be discussed further.

**15 / 85.02** Cllr Evans advised that following correspondence with Sussex Police which he had requested statistics for the numbers of drivers either prosecuted, fined or given a speed awareness course, as a result the Speed Camera van along London Road in Coldwaltham, the totals were: 899 in 2013. 974 2014, 914 in 2015.

**15 / 85.03** Cllr Evans noted that the Watersfield Football Club have changed their organisation, have a new committee and enough money in the bank to be secure for a couple of years. This year the club has had two senior teams, and want to start a Colt team next season, as the club wants to encourage younger players which will in turn secure the long term viability of the club.

**15 / 85.04** Cllr Evans updated council regarding Greatham Bridge – The Local British Canoe Association had contacted him as they are concerned about the continued access to the river. He suggested making a joint approach with Parham PC to contact the owners West Sussex Biodiversity.

**15 / 85.05** Cllr Burr updated members regarding the Dark Skies Reserves in the South Downs National Park – SDNP are expected to make an announcement in April

Cllr Burr spoke to Dan Oakley, regarding access to viewing the night's sky adjacent to the playing fields – noted the high level of light pollution emitted by Lodge Hill, however he has been in touch with them to update their lighting.

**15 / 85.06** Following the last meeting the clerk had written to Age Concern UK, who advised that they supported:

- Help at Home – currently supporting one resident since 2011
- Dementia Club held on Saturdays in Pulborough.
- Information and Advice service – in 2015 helped a resident claim an extra £1414 benefits they were entitled to.

Cllr Burr noted that at a recent HALC meeting it was highlighted that the HDC provide significant donations to Age Concern.

**15 / 86.00** **PLANNING Con't**

**15 / 86.01** The Clerk asked for a planning meeting to discuss 2 New Cottages, London Road, Hardham - Members agreed to meet on 22<sup>nd</sup> March.

**15 / 86.02** The Clerk updated the Council regarding recent applications;

- SDNP/15/05952/HOUS, Field House, Brockhurst Farm, Watersfield, Permitted
- SDNP/16/00259/CND, Hardham Mill Business Park, London Road, Hardham, Permitted

**15 / 86.03** **Solar Panels** – The Clerk responded to a previous enquiry, having confirmed the information with HDC:

- Panels should not be installed above the highest part of the roof (excluding the chimney) and should project no more than 200mm from the roof slope or wall surface;
- The panels must not be installed on a building that is within the grounds of a listed building or on a site designated as a scheduled monument;
- If the property is in a conservation area, panels must not be fitted to a wall which fronts a highway.

Cllr Maher would advise if any further action is needed.

**15 / 87.00** **ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK**

**15 / 87.01** Cllr Maher hoped that the winter was over now, noting that the exercise to gather information would not need to be repeated this year. The Clerk commented that she had received a second request asking for the council to organise a lift for her now she couldn't drive, the clerk had directed her request to the Village Help Scheme and then on to the Community Transport Minibus.

**15 / 87.02** Cllr Lilley noted that St James School were holding a Spring fair on Saturday 21<sup>st</sup> May.

Cllr Lilley noted that pupil numbers are not brilliant at the moment, not helped by the educational boundary being the river at Pulborough, and overspill from Pulborough schools is being sent north rather than south to the closer Coldwaltham school. Also the recent Ofsted report hadn't helped, however, the school could request a revisit.

**15 / 87.03** Cllr Hewer reminded members of the request by a resident in Sandy Lane for a passing place—especially as usage has increased.

Cllr Burr noted that the current access is not suitable should the Alban Head be improved.

Cllr Nelson advised the meeting that this currently is not an agenda issue for the Parish Council until additional research had been completed including consulting with all the local residents, the landowner and WSCC Highways. It was also suggested that this request should be made into a written proposal, which the Parish Council can then discuss.

**15 / 87.04** Cllr Dudman reported regarding Sandham Hall, that the fence is now fixed around the churchyard. However, the manhole cover remains cordoned off.

**15 / 88.00** **PARISH MAGAZINE**

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

- WFC
- Wild Brooks
- Speeding
- School Fete
- Alban Head re-structure

**15 / 89.00** **DATE OF NEXT MEETING.**

Annual Parish Meeting: is on Tuesday 12th April at 7.30pm, at St James School.

**Next meeting of Council:** is the Annual Parish Council Meeting on Tuesday 10th May at 7.30pm, at St James School.

Meeting Closed at 8.55pm.

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

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