

# **COLDWALTHAM PARISH COUNCIL**

## **MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD**

### **ON TUESDAY 14<sup>TH</sup> MAY 2024 7.30PM**

#### **SANDHAM HALL, LONDON ROAD, COLDWALTHAM**

**Those Present:**

<b>Cllr G Nelson</b>	<b>Chairman</b>
<b>Cllr J Evans</b>	<b>Vice-Chairman</b>
<b>Cllr A Davies</b>	
<b>Cllr O Dudman</b>	
<b>Cllr C Dennis</b>	
<b>Cllr K Coughtrey</b>	
<b>Cllr I Dreger</b>	
<b>D Cllr P Clarke</b>	<b>District Councillor</b>
<b>Mrs LD Sherlock-Fudge</b>	<b>Clerk</b>

#### **24 / 01.00** **TO ELECT CHAIRMAN & VICE CHAIRMAN**

Cllr Davies proposed Cllr Nelson as Chairman; seconded by Cllr Coughtrey; no one else was put forward. Cllr Nelson was duly elected Chairman.

Cllr Dennis proposed Cllr Evans for Vice Chairman; seconded by Cllr Dreger, no one else was proposed. Cllr Evans duly elected as Vice-Chairman.

Members agreed that these nominations would stand to the end of this council.

The Clerk distributed copies of the "Acceptance of Office" to Cllrs Nelson and Evans, which were duly signed and witnessed by the Clerk.

#### **24 / 02.00** **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from D Cllr Ellis Brown and C Cllr Kenyon.

#### **24 / 03.00** **TO RECEIVE ANY DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS, AND ANY CHANGES SINCE THEIR LAST DECLARATION OF INTERESTS**

No new declarations were received. Cllr Nelson noted his trusteeship at Lodge Hill for item 24 / 08.09.

#### **24 / 04.00** **TO APPROVE AND SIGN MINUTES**

Minutes for the Parish Council meeting held on 12<sup>th</sup> March 2024 and the planning meeting of 26<sup>th</sup> March 2024 were accepted and signed by the Chairman.

#### **24 / 05.00** **PARISH COUNCIL YEAR**

**24 / 05.01** **Current Policies:** The Council confirmed all current policies: Standing Orders, Financial Regulations, Publication Scheme, Members' Code of Conduct.

**24 / 05.02** **Council Roles:** The Council reviewed the current list, members agreed nominations to outside bodies. The clerk will distribute and posted the updated list on the website.

**24 / 05.02** **Piscary Bailiffs:** Council reviewed the Piscary bailiffs; Owen & Steve Dudman, Paul Hubbard & Colin Smithson. Cllr Nelson advised that another volunteer has expressed an interest in joining the piscary bailiffs and that one of the existing bailiffs was keen to consider the new applicant.

**RESOLVED:** Members confirmed the current policies and their revised roles. The issue of the Piscary Bailiffs to be revisited at the next meeting.

**24 / 06.00** **2023-24 YEAR END ACCOUNTS**

**24 / 06.01** **Year 2023/24 Internal Audit Report:** The Clerk confirmed that Jen Smith had completed the internal audit, copies of the report had been distributed to all Councillors prior to the meeting. This will be posted on the website and in the noticeboards.

**24 / 06.02** **Year 2023/24 Section 1 - Annual Governance Statement:** The Clerk confirmed that she had completed Section 1 of the Local Councils Annual Return and was signed by the Clerk and the Chairman after the meeting. This will be available on the website and in the noticeboards.

**24 / 06.03** **Year 2023/24 Section 2 - Accounts Statements:** The Clerk confirmed that Section 2 of the Local Councils Annual Return was also complete, this was signed by the Clerk and the Chairman after the meeting. This will be available on the website and in the noticeboards.

**24 / 06.04** **Year 2023/24 Form 2 – Certificate of Exemption:** The Clerk confirmed that the accounts were within the thresholds for both Income and Expenditure, and so are eligible for exemption from an external audit. The Certificate of Exemption was signed by the Clerk and Chair after the meeting. This will be available on the website and in the noticeboards.

The clerk will post the Notices of Public Inspection and documents on the noticeboards on the 2nd June.

**24 / 07.00** **FINANCE**

**24 / 07.01** **Account Summary:** The Clerk distributed the accounts for Parish Council and Alban Head Playing Fields Committee to members prior to the meeting. These are attached as Appendix A & B respectively. It was noted that the Parish Council balance is currently high as the insurance claim funds have been received awaiting the purchase of replacement equipment.

**24 / 07.02** **Payments:** payments were authorised for the cheques and signed by signatories for:

Sandham Memorial Village Hall	Mar Planning & Annual Parish Meeting	£ 60.00
WSALC	Annual Subscription	£343.87
MonsterMulch Ltd	6 x Rubber Chipping for Play Area	£2,244.00
Travis Perkins	Padlock & Bolt for Playing Field	£23.22
T M Mowers Ltd	Mower Servicing	£1,443.29
Sandham Memorial Village Hall	May Meeting Fee	£30.00
Value Products Ltd	Replacement Fishing Signs	£38.49

**24 / 08.00** **ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK**

**24 / 08.01** The Clerk updated Council regarding recent applications decisions:

- SDNP/24/00058/TPO, Oak Cottage, Sandy Lane Watersfield, Permitted

Cllr Coughtrey advised that unofficially the appeal on Old Mechanics application had been dismissed, the clerk would advise when confirmation was received. The neighbours were very happy. In addition, Cllr Coughtrey noted that similarly the appeal on the campsite at Waltham Park Road had also been dismissed, again the clerk would advise when confirmation was received.

Cllr Dennis updated Council regarding recent planning applications.

- Amended plans for the Garages at Brookview South - changes had been made to layout of the parking and external planting, and felt that the previous comments were still valid and would reiterate these.
- Sandrock Old London Road, Cllr Dennis had received a positive response from the neighbours, so recommended that council made no objection.

**24 / 08.02** Cllr Dudman advised that he had been unable to get any alternative quotes for the refurbishment of the Silverdale Bus Shelter, either when contacted they refused to look or did not send any quote.

Cllr Coughtrey would speak to another local builder for a second quote.

**24 / 08.03** Cllr Dreger updated members that Louise Brace had join the transport committee, which should prove very useful. The group has written a draft survey for the community to complete as the next step, as any application would need to have evidence of community involvement.

- 24 / 08.04** Following the Annual Parish Meeting, Cllr Coughtrey volunteered to look at how the Parish Council communicates with residents, specially making sure that no resident feels disadvantaged.
- 24 / 08.05** D Cllr Clarke and D Cllr Ellis Brown updated members regarding HDC items:
- Trial a revised Badge System for rural Car parks
  - £11.5 mill to refurbishment ethe Capital
  - Millais is looking at going co- education.
  - Food waste collection to start weekly food waste collections, and recycling and normal to remain every other week collection.
- 24 / 08.06** Cllr Evans reported to councillors from the HALC meeting that there is an impression that HDC are a very urban focused council and that other rural local councils are feeling frustrated.
- 24 / 08.07** Cllr Evans updated members following a meeting attended with Andrew Griffiths at Bury, that although the majority of questions raised were regarding the water quality of the river, he had raised a question about a review of the status of the A29 as a trunk road, a consensus noted that the traffic lights at Church Hill has been the best traffic calming. However, his question was brushed aside by the chairman of the Bury PC who was more interested in their traffic calming measures and did not wish to join any Council lead action regarding any solutions for the A29.
- 24 / 08.08** Cllr Evans noted that Whiteways' café and carpark is now open late on Thursday evenings, and this would see additional traffic later into the evening. Cllr Dreger noted that Whiteways have received a number of complaints.
- 24 / 08.09** Cllr Nelson highlighted two upcoming meetings: The Sandham Hall AGM tomorrow evening, also a meeting next week at Lodge Hill regarding the proposed new homes.
- 24 / 08.10** Cllr Nelson updated council regarding the Alban Head, the grounds crew are coping without the tractor and the field is drying out.
- 24 / 08.11** Cllr Nelson advised that should the PO Ltd agree to opening the PO as requested three mornings a week in line with the 120 responses from the community. This would necessitate funds being raised to accomplish this, possibly as much as £5K for the six-month trial. The PC would need to take on a contribution towards these costs. He observed that there are many parishes council which fund their local post offices. The expectation is that PO Ltd would fund one of the proposed three days. Cllr Dudman welcomed this, and encouraged council to support this as it has been sorely missed in the community.
- 24 / 08.12** Cllr Evans advised that Fiona Champness had introduced herself as the new editor for the Link. The next deadline is 18<sup>th</sup> May for the June/July edition. It was agreed that the absence of any Coldwaltham Parish (PC) member from the editorial group was a significant issue of concern. Cllr Nelson agreed to raise this issue with the Bury PC Chairman.
- 24 / 08.13** D Cllr Clark advised that the A29 will be closed around the 5<sup>th</sup> – 6<sup>th</sup> June for the potholes to be filled between Swan Corner and the River Arun bridge, these are expected to be over night.
- 24 / 08.14** The Clerk displayed the free portrait of King Charles received from the government.
- 24 / 09.00** **DATE OF NEXT MEETING.**

**Next meeting of Council** is on Tuesday 16th July 2024, at 7.30pm, in the Sandham Hall.

**Meeting closed at 8.35 pm.**

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

Distributed to those present and Cllr Lane, C Cllr Kenyon, and D Cllrs Campbell and Ellis Brown.