

# COLDWALTHAM PARISH COUNCIL

**MINUTES OF THE ANNUAL PARISH MEETING HELD  
ON TUESDAY 23rd APRIL 2019 @ 7.30PM  
AT THE ST JAMES SCHOOL, CHURCH LANE, COLDWALTHAM**

<b>Those Present:</b>	<b>Cllr G Nelson</b>	<b>Chairman</b>
	<b>Cllr T Burr</b>	<b>Vice - Chairman</b>
	<b>Cllr O Dudman</b>	<b>Cllr S Hewer</b>
	<b>Cllr J Bowler</b>	<b>Cllr A Lane</b>
	<b>Mrs LD Sherlock-Fudge</b>	<b>Parish Clerk</b>
	<b>Paul Clarke</b>	<b>District Councillor</b>
	<b>Brian Donnelly</b>	<b>District Councillor</b>

The Chairman welcomed everyone to the Annual Parish Meeting

**1.00 APOLOGIES FOR ABSENCE**

Apologies were received from Paul Byford.

**2.00 TO APPROVE AS CORRECT THE RECORD OF THE MEETING OF THE ANNUAL PARISH MEETING HELD ON 17th APRIL 2018.**

Minutes of the last meeting held on the 17<sup>th</sup> April 2018, were signed as a true and correct record.

**3.00 MATTERS ARISING**

There were no matters arising

**4.00 CHAIRMAN'S REPORT**

The Chairman's report is attached as Annex A to these minutes.

**5.00 REPORT ON BEHALF OF THE CHAIRMAN OF ALBAN HEAD PLAYING FIELDS**

The report from the Chairman of the Alban Head Committee is attached as Annex B to these minutes.

**6.00 FINANCE**

The Clerk to the Parish Council presented the audited accounts for the Parish Council and unaudited accounts for the Alban Head Committee; her financial report is attached as Annex C to these minutes.

**7.00 ANY OTHER BUSINESS**

Cllr Hewer queried the use of a survey, as mentioned in the Chairman's report, was this just being used as an exercise to gain opinion, or to instruct the Parish Council to what the parish wants, GN confirmed partly both, to try to engage with residents and to help inform the new council.

Cllr Lane noted that the Playing Field at Brookview was looking very shabby. It was understood that the maintenance is very spasmodic with little more than an occasional cutting of the grass. The existing equipment is very dated. D Cllr Clark suggested that the PC request a copy of the Playground inspection report for Brookview play area, noting that the play area in Pulborough is inspected daily by the caretaker,

and very 3 months by an outside body. Cllr Burr suggested that moneys received from CIL, 15% from the potential development in the Meadow, could be very useful put towards these facilities.

D Cllr Clark noted that should the Coldwaltham Parish Council organise a Neighbourhood Plan the CIL would be worth 25%, rather than just 15%, and this might be worth bearing in mind when making the decision whether to go ahead or not.

Cllr Burr noted, the process of SDNPA has gone through drawing up their Local Plan, has brought to light 3 possibly 4 other sites for potential development. Although these sites have not been allocated for development in the Local Plan, the owners are likely to still be keen to develop them. So, this issue of development in the village will not be going away. There will still remain pressure for new housing. The process to a neighbourhood plan may be lengthy.

Cllr Nelson highlighted one issue, which the Parish Council will need to consider immediately at the May Council meeting, that Cllr Burr has confirmed that he wishes to be nominated for re-elected as Parish Member on the SDNPA. The positions of Parish Members on the SDNPA are up for re-election after each Parish Council Election.

The meeting closed at 8.05pm.

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

**DRAFT MINUTES - Not confirmed until the next meeting**

## APPENDIX A

### **Chairman's Notes for Annual Parish Meeting April 23rd 2019**

As with last year your PC continues to be a very committed group of local volunteers whom I wish to personally thank for all their work on behalf of the village – not least representing many aspects of local life specifically working with planning issues, Alban Head.

Thank you to all members of the PC for their contribution. I am grateful to all. This is especially true as they have all shown support for putting their names forward for re-election – public knowledge? It is a great sadness to me that when some vociferous voices campaign for change and blame their PC they cannot be bothered to put up: I put it to you as a question that perhaps it is time for some to shut up?

A special thanks to Tim Burr who as vice chair has been a great support to me but also to the village, because of his contacts with outside and great SDNP knowledge.

We continued to support a number of local organisations although this is going to be less next year due to our implementing of the village plan to improve the Alban Head. We have implemented our AHPF review and the appointment of Matt Dingle is already having a positive impact.

Alban Head continues to develop (please see Year End accounts) we are delighted with the new car park and continue to make planned improvements to the pavilion.

We have been able to honour our promise to keep our Precept rise to below local averages and RPI following our significant rise last year.

We continue to be grateful to our excellent clerk – we continue to owe a huge debt of gratitude and thanks to our Clerk Dona.

Thank you to members of the PC for their leadership of local issues. This includes Speedwatch, use of the website and many other issues – special thanks to John for his wordsmith on the Parish Mag

We continue to receive a lot of guidance from HDC and enjoy close links with our District and County Councillors.

Over the last 25 months the designation of land has been a dominating issue and we as a PC have maintained our balanced position as stated often. I want to emphasise two things as this issue now seems resolved depending on the publication of the SDNP Local Plan in the next few weeks which seems the site south of the A29 will be approved:

We continue to strive for greater harmony in the community – I do not have practical steps except that I know the new chair of the SMVH shares my views

We should as a PC starting its new tenure of office conduct a survey of the village over some of our next steps. This would give us a chance to remind and adjust our village plan priorities and to investigate views over next steps on issues of planning

We continue, as volunteers, to work hard for our community and as I said last year, we still need to recruit more members of the PC and other local organisations.

Thank you again for all your work and support this year. On May 14th we will be allocating our roles for the year ahead, please come prepared to volunteer!

Guy Nelson Chairman

## **APPENDIX B**

### **Alban Head Playing Fields Report April 23rd 2019**

As stated in the 2014 Village Plan, we regard the Alban Head as a key part of our role. We have honoured our commitment in a very clear way, and I urge any future council to sustain this for the long term.

The Alban Head continues to be a wonderful asset for our community and as its custodians we take good care of it. We believe the money spent on it is of good value.

As you know we implemented a review of the AHPF by appointment of a new manager, whose work we are very pleased with; it is now time to take the next steps on this process and look at governance of the field, ensuring the relationship with the PC continues to be strong and clear.

Our income continues to rise, and we managed to spend less on maintenance last year, although the equipment age remains a continued cause of concern.

We are working hard to improve the ground, suffering from the weather last year, and you will be aware that this includes additional support for our groundsman.

As with previous years the finances of the Alban Head have been kept in good order by Dona and we are grateful for all her work on behalf of the playing fields.

Guy Nelson Chairman

**DRAFT MINUTES - Not confirmed until the next meeting**

## **APPENDIX C**

### **Finance Report for Annual Parish Meeting April 23rd 2019**

Copies of the audited Receipts & Payments Schedule and Reconciliation for the Parish Council for the end of 2018/19 year have been circulated and from this you can see that the Parish Council has ended the year with reserves of £6972, slightly reduce from last year. This reduction is contributable to payment of the clerk's salary arrears.

The Parish Council agreed a budget of £15487, which was a very modest increase on the previous year, only a 2.3% increase on the previous year, setting a Precept of £15628. The parish will continue to benefit from this increase in the future years.

A copy of the unaudited accounts for the Alban Head Committee have also been circulated. This balance has increased to £9481, reflecting a continued increase in revenue, from the playing field being used more.

Matt Dingle, the Alban Head Manager was successful in winning a significant grant from the Lottery Fund to refurbish the Car Park, allowing for safer access during the winter months. Also, the Committee secured a section 106 grant to make improvements to the Pavilion, the first part saw the showers being improved, the second phase is to refurbish the kitchen facilities to make a better environment for the local clubs using the playing fields.

Dona Sherlock-Fuidge  
Clerk to Coldwaltham Parish Council

**DRAFT MINUTES - Not confirmed until the next meeting**