

COLDWALTHAM PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD

ON TUESDAY 10th MARCH 2020 7.30PM

LIMERICK STUDIO, LODGE HILL, LONDON ROAD, WATERSFIELD

Those Present:	Cllr G Nelson	Chairman
	Cllr T Burr	Vice -Chairman
	Cllr O Dudman	
	Cllr C Dennis	
	Cllr A Lane	(late)
	Cllr J Evans	
	D Cllr B Donnelly	District Councillor
	Mrs LD Sherlock-Fuidge	Clerk

ACTION

19 / 90.00 PUBLIC PARTICIPATION

No parishioners attended.

19 / 91.00 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Hewer and Hewitt, also from D Cllrs van der Klugt and Clarke.

19 / 92.00 TO RECEIVE ANY DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS, AND ANY CHANGES SINCE THEIR LAST DECLARATION OF INTERESTS

No new declarations were received for the meeting. Cllr Nelson confirmed his trusteeship to Lodge Hill.

19 / 93.00 TO APPROVE AND SIGN MINUTES

Minutes for the council meeting held 11th February 2020 was accepted and signed by the Chairman.

19 / 94.00 2019/20 YEAR END ACCOUNTS

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

Timetable, - year ends 31st 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. The Clerk had not yet received the External Audit Report documents from the external auditors so was unable to confirm if the accounts would be exempt.

Members confirmed the appointment of Rachel Hall for the 2019-20 Year End Internal Audit.

19 / 95.00 **FINANCE**

19 / 95.01 **Account Summary:** The Clerk distributed copies of up to date accounts for the Parish Council and Alban Head Playing Fields Committee. These are attached as Appendix A & B respectively.

19 / 95.02 **Authorise & sign amendments to Bank Standing Order:**

- **Alban Head Monthly £0.00** – The Clerk explained that as the Alban Head now receive more regular income the necessity for this standing order to completely cover the monthly outgoing is not required. Members authorised and signed letter instructing Lloyds Bank to amend the current Standing Order to reflect £0.00, by the Chairman, and Cllr Burr & Clerk
- **Clerk's Salary £290.41** - Members Authorised and signed letter instructing Lloyds Bank to amend the current Standing Order to reflect 2020/21 figures £290.41, by the Chairman, and Cllrs Burr & Evans.

19 / 95.03 **Payments:** Authorised and cheques signed by the Chairman, Cllrs Burr and Evans for:

HM Revenue & Customs	PAYE Jan to Mar	£ 191.00
Lodge Hill Trust Ltd	March Meeting Fee	£ 25.00
Lodge Hill Trust Ltd	Neighbourhood Plan Meeting Fee	£ 25.00
SSALC	Magazine Renewal	£ 17.00
Mrs LD Sherlock-Fuidge	Travel & Sundry Expenses	£ 187.96

The Clerk advised that the invoice for the magazine renewal from SSALC, as listed on the agenda, had not been received yet, once received the cheque would be signed.

19 / 96.00 **CHAIRMAN'S REPORT**

Alban Head – The chairman advised that the ground is very wet, last week the WFC had cleared the water to enable their game to be played. The groundsman is on half pay until July. This generous offer was agreed by the AH committee. Also, the Committee have agreed that the groundsman should not return to work until he is fully fit to carry out all duties. He is aware of this.

In the interim, the groundsman's duties are being carried out by 1 to 1 Fitness and performance, Cllr Evans inquired what training for the use of the equipment had been given. Cllr Dudman suggested Plumpton College as they run many courses which cover this. The chair outlined the training that had been given and that they were currently working as a two, to support and help each other.

Post Office Update: our Post Lady has had her operation which was successful. The Post Office has been closed until Thursday 16th April. This closure has highlighted the fact that the village needs to have a sustainable plan to keep a viable post office in the village. It is not known if the Post Office will officially support the village to maintain this vital resource.

Corona Virus the parish council needs to be aware of the situation, Cllr Nelson suggest that the Winter Scheme is put into action should the need arise. Members asked what support could HDC provide, Also, could the wardens in Pulborough be asked to assist if the need arose. The clerk would contact Pulborough Parish Clerk.

Cllr A Lane arrived at this point.

19 / 97.00 **COLDWALTHAM PARISH COUNCIL CONSULTATION UPDATE**

Neighbourhood Plan: Meeting has been arranged for Tuesday 24th March in the Oak Room at Lodge Hill for 7.30pm. The purpose of the meeting is a fact-finding mission regarding the process. Chris Patterson, from SDNPA and Chris Welfare from Fittleworth Parish Council have agreed to attend to give their insights into the process.

19 / 98.00 **CORRESPONDENCE**

The chairman had contacted to the resident regarding the area around the village sign.

A resident in Old Hardham Road, Hardham has contacted the parish regarding the continued flooding along the road. D Cllr Donnelly suggested contacting an officer at Horsham District Council. He suggested also that if the flooding had been aggravated by the works carried out by Highways on the main road surely, they should also rectify the problem. The chair will be following this up.

The Clerk advised that she had received a complaint from a resident in Brook Lane, regarding dog waste along the verge which the resident maintains tidily, and are concerned that this has become more frequent recently and asks for suggestions to address this? Members noted that the footpath to the sewage works is very popular, maybe more signs. The clerk advised that HDC have a page where residents can report instances.

The Chairman had received some letters regarding the proposed new fence at St James School. Cllr Evans advised that the fencing proposed is in line with what is recommended for schools. Should any planning application be received the Parish Council would review it.

Alban Head Stile Update: Although, there has been no new damage to the stile, which had been repaired, Barlavington Estates have had damage to their fences, where it has been cut.

19 / 99.00 **PLANNING**

The Clerk updated the Council regarding recent applications

- SDNP/19/05856/HOUS, Pine View Church Lane Coldwaltham, Permitted.
- SDNP/19/05809/HOUS & 05810/LIS, Yew Tree Cottage London Road Hardham, Permitted.
- SDNP/20/00211/TCA, Garden House, London Road, Watersfield, Permitted.
- SDNP/20/00212/TCA, 3-4 Malthouse Cottages, London Road, Watersfield, Permitted.

Cllr Burr noted that a planning meeting has been convened to discuss an application for a camp-site along Waltham Park Road, SDNPA have considered it significant enough to warrant calling the application in, this is the first application called in since Silverdale.

D Cllr Donnelly updated members regarding the HDC are at the Public Consultation stage of their review of the Local Plan to 2036: noting that HDC currently need to provide some 850 homes per year, however, he expected HDC would need to take it up to 1400 homes a year This Local Plan is for the next 15 years. The closest significant development which might affect Coldwaltham, would be that proposed at Adversane for about 4500 homes.

19 / 100.00 **ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK**

19 / 100.01 Cllr Burr highlighted correspondence via HALC, that HDC are holding a consultation regarding the parking wardens carrying personal cameras.

19 / 100.02 Cllr Dennis updated members, regarding meeting with Arun Tae-kwon Do Club to investigate setting up a group in the village, also had contacted both Fittleworth and Bury PC should they be interest. Initially looking to starting with four taster sessions

19 / 100.03 Cllr Dennis updated members regarding the Sandham Hall the committee is due to meet tomorrow. The committee have provided new lighting funded by a donation. Also, the internet up and running. Still to resolve is the request for school staff to use the car park at Sandham Hall during the day.

19 / 100.04 D Cllr Clark updated members with HDC items:

- HDC voting on council tax 2% increase, still lowest in West Sussex.
- The Pulborough Store is up for sale.

- Pulborough are considering a traffic calming scheme by the barbers

19 / 101.00 PARISH MAGAZINE

Items collected from council for inclusion in the Parish Link for April:

- Tae-kwon Do taster sessions
- Budget Approval
- Flooding along Old London Road Hardham
- The Parish Council will activate the Winter Plan if needed.

19 / 102.00 DATE OF NEXT MEETING.

Next meeting of Council: is the Annual Parish Council Meeting on Tuesday 12th May 2020 at 7.30pm, in the School Hall at St James School.

Annual Parish Meeting – is on the Tuesday 21st April in the School Hall at St James School.
Please note that this meeting has been cancelled for the time being.

Meeting Closed at 8.45 pm.

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

Distributed to those present, also Cllrs Hewitt, Hewer & Bowler, C Cllr Arculus and D Cllrs van der Klugt and Donnelly.

DRAFT MINUTES - Not confirmed until the next council meeting