

COLDWALTHAM PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD

ON TUESDAY 17th SEPTEMBER 2019 7.30PM

LIMERICK STUDIO, LODGE HILL, LONDON ROAD, WATERSFIELD

Those Present:	Cllr G Nelson	Chairman
	Cllr T Burr	Vice -Chairman
	Cllr S Hewer	
	Cllr O Dudman	
	Cllr A Lane	
	Cllr J Bowler	
	D Cllr B Donnelly	
	Mrs LD Sherlock-Fuidge	Clerk
Parishioners	Celia Dennis	Mel Nodding
	John Evans	

ACTION

19 / 29.00 PUBLIC PARTICIPATION

Cllr Nelson welcomed members of the public to the meeting.

Mel Nodding wished to bring to Council's attention the issue of the motorbikes which travel along the main road, every weekend. These motorbikes travel along the A29 very loudly and quickly. This is happening every weekend; she has spoken to the police. She has also spoken to the owners of Whiteways, where the motorcycles meet, pointing out that they are promoting their facility to motorbikes. Recently, she had problems when exiting Brook Lane with the number of motorbikes on the road.

Cllr Nelson commented that it is a challenging situation. The council is active on these issues reflecting the 2014 Village Plan. We liaise with the Police, have set up a 'speed watch' and work with other local councils and organisations to try to understand how to regulate traffic and reduce it in the longer term.

Mel Nodding left the meeting at this point.

19 / 30.00 INTRODUCTION OF CANDIDATES FOR CO-OPTION AS NEW COUNCIL MEMBERS

Cllr Nelson welcomed both candidates to the meeting and thanked them for volunteering to become Parish Councillors. Summarising the role as a communicator between residents and the District and County. Cllr Nelson highlighted that it is key to attend meetings.

Mr Evans queried how many meetings members need to attend? Cllr Nelson would encourage members to attend at least 6 a year. Cllr Hewer enquired if Mr Evans would be able to attend most meetings, Mr Evans confirmed he could.

Cllr Hewer enquired of Ms Dennis with regards her previous experience, if she would have an interest in the PMG. Cllr Burr asked further as SALC are having an interest in Health

and Wellbeing, Ms Dennis noted that although not actually her sphere of work, we should be looking further than just health, but looking at the whole community.

The candidates left the meeting for Council to discuss.

Cllr Nelson noted that there being two vacancies and with only two candidates attending tonight members are really only considering two.

RESOLVED Members agreed to co-opt both Mr Evans and Ms Dennis.

The both candidates returned to the meeting. Cllr Nelson confirmed that he would contact both candidates later with Council's decision.

19 / 31.00 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Hewitt and D Cllrs P Clarke and D van der Klugt.

19 / 32.00 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 except: Cllr Nelson confirmed his trusteeship to Lodge Hill, and the Clerk advised that a previous employment had been with Royal Sun Alliance.

19 / 33.00 TO APPROVE AND SIGN MINUTES

Minutes for the council meeting held 18th June 2019 and planning meetings held on 18th July and 2nd September 2019, these were accepted and signed by the Chairman.

19 / 34.00 FINANCE

19 / 34.01 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. The Clerk noted that the figure for the Insurance was provisional as the premium would be agreed in the next agenda item.

19 / 34.02 Insurance Premium: The Clerk advised that the Parish Council Annual Renewal is due 1st October. The current Long-term Agreement ends this year allowing the Council to be free to choose a new insurer if they wish.

Zurich, who have provided cover since 2016, renewal premium is £1006.05. The Clerk had also obtained a quote through a broker Community Action Suffolk of £771.47 underwritten by Royal Sun Alliance plc. Both providers have also quoted for a 3 Year Long Term Agreement, which further reduces the quotes, to £935.13 and £732.90 respectively.

Details outlining the comparisons between each quote were distributed to members. In summary the Zurich quote is a higher figure, but the Public Liability cover is greater.

RESOLVED Members agreed to accept the Royal Sun Alliance plc quote, and also to take advantage of the three-year Long-term Agreement option: premium agreed £ 732.90. with the proviso that the quote is genuine.

19 / 34.03 Payments: Authorised and cheques signed by the Chairman, Clerk and Cllr Burr for;

HM Revenue & Customs	PAYE July to Sept	£ 213.00
Insurance	Annual Insurance Premium see Item 6:2	£ tbc
SSALC Limited	Magazine Renewal	£ 17.00
RBL Poppy Appeal	Poppy Wreath & Donation	£ 40.00
Mark Streeter	Sandham to Church Lane Path Hedge Maintenance	
£250.00		
Lodge Hill Trust Ltd	Meeting Fee	£ 25.00

Authorised and cheques signed by the Chairman, Cllrs Hewer & Burr for;

19 / 34.04 Authorisation of Payments made since last meeting: Authorisation of previously signed cheques by the Chairman, Clerk and Cllr Burr for;

DPS Plumbing & Heating Services	Plumbing Works for Pavilion Kitchen	£ 143.06
Graham Philips t/a Ice Media	Website Hosting Annual fee	£ 85.00
Sandham Village Memorial Hall	Post Office Rent	£ 150.00
ABC Carpentry	Kitchen Refurbishment at the Pavilion	£1,750.64
Arun Mowers	Mower Repair	£ 58.38
Chubb Fire Service	Annual Service & Rental	£ 155.52

Additional Payment: Authorised and cheque signed by the Chairman, Clerk and Cllr Burr for;

Mr James Miller	25hrs Groundsman Duties AHPF	£ 165.25
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19 / 34.05 Chubb Fire & Security Ltd - Direct Debit: The Clerk asked members to agree to setting up a direct debit for the annual service and rental invoice which falls in August. Cllr Burr noted that the Clerk must make sure that this is received annually rather than every ten months. Authorised and the form was signed by the Chairman, Clerk and Cllr Burr.**19 / 35.00 CHAIRMAN'S REPORT****19 / 35.01 Traffic Issues:** Cllr Nelson has received various complaints regarding overnight parking through the village and problems residents have with their cars being scraped by other road users. He highlighted that residents in the village are getting older and the number of cars is increasing. Cllr Nelson has been trying to negotiate with residents regarding the local cars parking on the road.

Mr Evans suggested that if a small amount of the roadside verge was changed to carriageway this would allow slightly more space on the roadside for cars to pass parked cars.

D Cllr Donnelly noted that car ownership has increased, and that none of the issues highlighted are illegal so there wouldn't be any enforcement. Also, the Government in planning directives has reduced the amount of parking space which needs to be allocated to each new home.

Cllr Bowler wondered if the cost of applications for installing a drop kerb could be reduced to encourage residents being able to park on their property rather than the road.

Mr Evans left the meeting at this point.

19 / 35.01 Cllr Nelson advised that he had recently met with the Sandham Hall Chairperson, Simon Berry who is seeking support in the village for a community Electrical Car Charging Point.

Cllr Nelson had also met the Pulborough Parish Council (PPC) Chairman, Cllr Ian Hare who advised:

- Pulborough Neighbourhood Plan will be on display at the Harvest Fayre on 28th September.
- Highlighted issues regarding the entry point to the River Arun at Swan Corner.
- Shared his Use of Footpaths Charter which is a summary of the existing regulations.

Cllr Burr noted that Cllr Hare had also presented the Footpaths Charter to HALC, where there was polite interest. HALC is waiting for further feedback from WSCC. Cllr Nelson has been asking WSCC for this information over the last year without not receiving anything.

19 / 35.01 Lodge Hill are holding a Public Consultation on 26th September between 3-8pm regarding their development of the old youth club site, members were encouraged to attend.

19 / 35.01 Alban Head – Jamie has been ill and is not at work. James Miller has taken on his duties around the field for the time being.

19 / 35.01 Brookview Development, Sebastian Ansthusser has invited members of the Parish Council to a meet with him regarding the potential development of 28 homes. Cllr, Nelson, Burr and Lane are due to meet on 19th Sept.

19 / 35.02 Survey Questionnaire – Cllr Nelson appreciated that the wording wasn't perfect. Cllr Nelson suggested that the survey wasn't posted to every household but instead was accessed electronically via the website. Members noted that not everyone uses the website.

Cllr Burr noted that following the completion of their first Local Plan, South Downs National Park Authority are not intending to review it again until 2024. Also, any Parish Neighbourhood plan would not be able to alter any development designated within the village by a Planning Authority's Local Plan.

Cllr Nelson requested members email him with their comments on both the content of the proposed survey but also the how to best to publish and publicise it.

19 / 36.00 CORRESPONDENCE

The Clerk advised that she had received a survey from WSCC regarding the County Local Committees – Cllr Nelson took this to complete

The Clerk highlighted an item in the recent minutes of a HALC meeting regarding General Data Protection Regulations, the speaker, Cllr Keith Budden, had highlighted that individual parish councillors must register with the Information Commissioner's Office, the fee for councillors has been waived. It is also important for councillors to have a council email address.

19 / 37.00 PLANNING

The Clerk updated the Council regarding recent applications

- SDNP/19/01682/HOUS, 1 Priory Cottages London Road Hardham, Erection of a single storey side extension, Permitted
- SDNP/19/00999/HOUS, Watersfield Farm Cottage London Road Watersfield, Erection of a single and double storey rear extension. Replacement of existing garden out-buildings with new timber sheds. Permitted
- SDNP/19/01862/FUL, Fold View Church Farm London Road Hardham, Erection of a portal frame agricultural building, Permitted
- SDNP/19/02393/HOUS, 7 Brookview South Coldwaltham, Replica tiled roof onto existing frames, Permitted
- SDNP/19/02619/FUL, Church Farm House, London Road Hardham, Replacement of single storey detached ancillary outbuilding containing a golf studio, Permitted
- SDNP/19/02679/HOUS, Brook House Brockhurst Farm Watersfield, Demolition of existing conservatory and erection of a single storey rear extension, Permitted
- SDNP/19/02618/HOUS, The Meadows, Old London Road, Coldwaltham, Installation of a log burner with external flue. Permitted
- SDNP/19/02996/HOUS, Balnald Sandy Lane Watersfield, Erection of two-storey rear extension and single-storey side extension to create disabled facilities including lift access and disabled bathrooms, Permitted
- SDNP/19/03090/HOUS, Stane House Church Lane Coldwaltham, Installation of a pitched roof to flat dormer to the rear and the erection of a detached double car port, Permitted
- SDNP/19/03152/HOUS, Laramie Church Lane Coldwaltham, Erection of detached single-storey double garage to serve the existing dwelling house. Permitted

Cllr Nelson supported Cllr Burr in requesting more councillors attending Planning Meetings.

19 / 38.00 ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK

19 / 38.01 Cllr Nelson updated members following the recent roadshow held by Southern Water, the Hardham Water Works is proposing a new well as there are too many bore holes in the same area. They highlighted that the existing site at Hardham supplies some 600K homes.

19 / 38.02 Cllr Hower updated members regarding the Mobile Library. Recently the mobile library had stopped, for a while and then returned in a newer smaller vehicle. But it is expected to stop again shortly.

19 / 38.03 Cllr Hower noted that a new bench had been installed at AHPF, asking if it was listed on the insurance. The Clerk would check. Cllr Nelson added that the bench had been gifted by a local family in memory of their father, who had enjoyed watching cricket.

19 / 38.04 Cllr Hower noted that the blocked pavement along the A29 had been cleared quickly.

19 / 38.05 Cllr Hower had received a complaint from a local resident near the Alban Head Playing Field, about dog walkers who had regularly arrived at the fields at 5.45am; the walkers have apologised and are now walking later.

19 / 38.06 Cllr Hower advised that the stile into the field at the playing field has been broken. Cllr Nelson will investigate.

19 / 38.07 Cllr Hower noted that the Financial Code of Practice has a different figure for the Clerk in expenses in an emergency that the Standing Orders. The clerk will investigate.

19 / 38.08 D Cllr Donnelly updated members with details from Horsham District Council:

- The Gypsy Site has been approved near So India. Highlighting that HDC do not have a 5-year supply for travellers' homes.
- WSCC have removed funding for maintenance to the car parks at Kithurst and Chantry, He noted that WSCC need to find significant budget savings.

19 / 38.09 It was noted that the vegetation remains at the crossroad at Brook Lane especially around the Give Way and Weight Limit sign

19 / 38.10 Cllr Bowler met with Erica Baxter (the Community Police Officer), highlighting two thefts in Arun Vale and Silverdale as recently as August. Officers are about

19 / 38.11 Cllr Burr noted that the SALC AGM is due shortly. Last year it had been at Lodge hill and he had attended, is it there again?

19 / 38.12 Cllr Burr updated members that the proposed School sign, which St James School had sort planning permission for, had now been installed at the end of Church Lane. However, he noted that the Chuckleberries banner also remains on the church side, which Chuckleberries had been advised was only temporary. Cllr Burr thinks that as the school had gained planning permission for their sign, then this one ought to also, he will contact the planning authority and update members.

19 / 39.00 PARISH MAGAZINE

The Clerk noted that the deadline for The Link is today. Items to include:

- Recent Burglaries – report any Issues to the Police
- Speedwatch
- Survey
- Re-opening up the footpath towards Waltham Road

19 / 40.00 **DATE OF NEXT MEETING.**

Next meeting of Council: is the Parish Council Meeting on Tuesday 15th October 2019 at 7.30pm, in the Bradbury Suite at Lodge Hill Centre.

Meeting Closed at 9.11 pm.

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

Distributed to those present, also Cllr Hewitt, C Cllr Arculus and D Cllrs Clarke & van der Klugt

DRAFT MINUTES - Not confirmed until the next council meeting