

# COLDWALTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 24<sup>th</sup> NOVEMBER 2021 7.30PM SANDHAM HALL, LONDON ROAD, COLDWALTHAM

Those Present:	Cllr G Nelson	Chairman (late)
	Cllr J Evans	Vice-Chairman
	Cllr C Dennis	
	Cllr S Hewer	
	Cllr A Davies	
	Cllr J Bowler	
	Cllr O Dudman	
	C Cllr C Kenyon	County Councillor
	D Cllr P Clarke	District Councillor
	Mrs LD Sherlock-Fuidge	Clerk

Before the meeting there was an opportunity for members of the public present to speak with council. No members of public present.

### 21 / 28.00 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr A Lane, D Cllrs van der Klugt & Donnelly.

### 21 / 29.00 TO RECEIVE ANY DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS, AND ANY CHANGES SINCE THEIR LAST DECLARATION OF INTERESTS

No new declarations were received.

### 21 / 30.00 TO APPROVE AND SIGN MINUTES

Minutes for the council meeting held on 14<sup>th</sup> September 2021, and planning meetings held on 12<sup>th</sup> October and 3rd November 2021, these minutes were accepted and signed by the Chairman.

### 21 / 31.00 FINANCE

21 / 31.01 **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.

21 / 31.02 **Payments:** Authorised and cheques signed by signatories after the meeting for:

Sandham Memorial Village Hall	Meeting fees for Nov	£20.00
HM Revenue & Customs	PAYE Oct to Dec	£5.40

Confirmation of payments made before the meeting:

Sandham Memorial Village Hall	September Meeting	£10.00
Sandham Memorial Village Hall	Post Office Rent	£150.00
Travis Perkins	Line Marking Paint	£79.20
HALC	Annual Subscription	£15.00
Sandham Memorial Village Hall	October planning Meeting	£10.00
Mark Weston	Village Sign Maintenance	£85.00

21 / 31.03 **Purchase of a replacement Laptop:** Clerk had investigated options for a replacement laptop and had selected three options, suggesting that the middle priced one would be best suited to the needs of the parish. Also, the clerk advised that the parish would need to purchase the

Microsoft 365 office package, as currently using the clerk's own package. Members agreed the purchase of the laptop and the Microsoft Office package.

21 / 32.00

#### **BUDGET AND PRECEPT FOR THE 2022/23 FINANCIAL YEAR**

The Clerk gave all Councillors a copy of the Proposed budget for 2021-22 for the Parish Council and is attached as Appendix C.

The Clerk noted that there is expected to be a surplus of about £550 in the expected expenditure for the 2021/22 year against the budget set, after the purchase of the laptop.

The Clerk continued with an explanation of the figures in the budget for discussion for 2022/23 highlighting changes to: the Alban Head salaries as the minimum wage rate has increased significantly; the addition of an External Audit fee as the parish will be over £25K in the current financial year; the insurance premium will be a new quote as we will have finished the current LTA. The Chairman suggested a 4.5% increase in the clerk's salary.

**RESOLVED: Members agreed the budget of £16,415.**

The Clerk explained how the precept is calculated; the Parish requests a figure, which is then divided by the Tax Base, this will give the amount a Band D household will pay. The Clerk noted that the tax base has increase from last year, so even if the parish were to request the same precept amount, the Band D household will still see a reduction in their parish portion. The clerk distributed calculations showing various increases.

Members then discussed the Precept; discussions highlighted the current surplus and the continued financial hardships within the community; should the precept be increased or not. Discussions centred around no increase or a small 1% increase. The Chairman suggested that members continue to consider this and would return to this item later in the meeting.

21 / 33.00

#### **CHAIRMAN'S REPORT**

The Chairman noted that the recent Remembrance Services had been very well organised by the Churchwarden Rosemary Glithero, evidenced by how well it had been attended by local residents and local groups.

The Alban Head Playing Field is going well; although it is very quiet now; the playground has been well used since it was improved in July; The ground is holding up well following the heavy rain this summer with no waterlogged areas; the grounds team have kept it well prepared.

21 / 34.00

#### **TRANSPORT ISSUES IN THE VILLAGE**

Cllr Dennis advised that the form for the Communities Highways Scheme has been completed and forwarded to WSCC. To consider: improving the visibility at Brook Lane; and double white lines through the village. She noted that the current rolling period for the scheme would be for consideration in the year after next.

Cllr Evans and Dennis had met with C Cllr Keynon to review the situation regarding the traffic through the village. They all noted that it would be a challenge as the road is an A Road, so there is little Highways can do with regards to chicanes etc, so explored other options. Speed restrictions not really working, as drivers still speed when they can; possibility of putting a pedestrian crossing just south of Church Lane, but the cost of installing traffic lights is high; increasing the length of the pavement at Brook Lane.

Cllr Nelson suggested the use of average speed camera, noting how they are used in villages on the continent.

D Cllr Clarke recommended that the Parish Council are proactive with liaising with the Lodge Hill Trust regarding the transport portion of any S106 agreement for their proposed development.

Cllr Evans noted the truck road barrier, four local villages are all affected although in different ways, He advised that he had written to Andrew Griffiths, our MP, who has forwarded the letter onto the transport minister. He advised that Andrew Griffiths would visit to review the situation, and meet with police, speed watch volunteers, and members of council.

21 / 35.00

#### **PLANNING**

The Clerk updated the Council regarding recent applications:

- SDNP/21/01465/TCA, Coopers Paddock Old London Road Coldwaltham, permitted
- SDNP/21/04588/TCA, Rosemary Cottage London Road Watersfield, Permitted
- SDNP/21/04280/TCA, Old Post Office Cottage Sandy Lane Watersfield, Permitted
- SDNP/21/02709/HOUS, Broadfield Church Lane Coldwaltham, Permitted
- SDNP/21/04610/HOUS, Swallowfield London Road Watersfield, Permitted

Cllr Dennis updated members on comments given for various recent applications as minuted in the planning meetings.

**21 / 35.01**      **SDNP/21/02714/LDP - INGRAMS FARM BARN, LONDON ROAD, HARDHAM**

Application: Erection of a single storey rear extension (Certificate of Lawful Development - Proposed)

Cllr Dennis confirmed that members had discussed the above application and agreed to make a comment objecting to the application in line with previous comments made by council.

**21 / 36.00**      **ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK**

**21 / 36.01**      Cllrs Nelson and Evans distributed a draft copy of the Parish Leaflet and will be meeting soon to finalise the design and content with the hope of printing in the early new year.

**21 / 36.02**      Cllr Hewer was concerned that the cleaning post at the Alban Head had not been advertised yet and would be vacant at the end of the year. Cllr Nelson noted that the position could be covered for the meantime. The Clerk has been working on this.

**21 / 36.03**      D Cllr Clarke updated members with the following from Horsham District Council:

- The council leader has stepped down, so are looking at appoint a new leader
- The planning programme has been delayed by the issue of applicants now required to demonstrate water neutrality, which has meant that planning officers are having to look at case again, this is causing further delays.

**21 / 36.04**      Cllr Evans distributed the most recent list of local crimes issued by the Police, noting the patterns and types of crimes; highlighting the theft of catalytic converters, difficult to control, reminding people to be vigilant, reporting anything suspicious.

Cllr Evans highlighted a community event being held at the Labouring Man; Traditional Christmas Carols on 12<sup>th</sup> December, supporting Horsham Matters.

Plans are being launched for a street party to be held in June next year to celebrate Her Majesty's Platinum Jubilee in 2022. The Queen is encouraging communities to plant a tree, as part of The Queen's Green Canopy to mark the celebrations.

**21 / 37.00**      **DATE OF NEXT MEETING.**

Next meeting of Council is on Tuesday 18th January 2022 at 7.30pm, in the Sandham Hall.

The clerk distributed a schedule of meeting dates for 2022, which members agreed.

**21 / 32.00**      **PRECEPT FOR THE 2022/23 FINANCIAL YEAR. Cont'd**

Further discussion was given to the precept level. Cllr Nelson suggested a vote on 1% increase or 0% increase. Vote was four in favour of a 1%, two in favour of a 0% and one abstained.

**RESOLVED:**                      **Members agreed to increase the Precept by 1% to £16,580.**

Meeting Closed at 8.45 pm.

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

Distributed to those present, also Cllrs Hewitt and Lane, D Cllrs Donnelly, and van der Klugt.