

# COLDWALTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD

### ON WEDNESDAY 5<sup>th</sup> May 2021 7.30PM \* HELD VIRTUALLY

\* The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (Regulation 5)

<b>Those Present:</b>	<b>Cllr G Nelson</b>	<b>Chairman (late)</b>
	<b>Cllr J Evans</b>	<b>Vice-Chairman</b>
	<b>Cllr C Dennis</b>	
	<b>Cllr S Hewer</b>	
	<b>Cllr O Dudman</b>	
	<b>Cllr A Hewitt</b>	
	<b>Cllr A Lane</b>	<b>(late)</b>
	<b>D Cllr P Clark</b>	<b>District Councillor</b>
	<b>D Cllr D van der Klugt</b>	<b>District Councillor</b>
	<b>D Cllr B Donnelly</b>	<b>District Councillor</b>
	<b>Mrs LD Sherlock-Fudge</b>	<b>Clerk</b>

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

Cllr Evans chairs the start of the meeting until Cllr Nelson arrived.

#### **21 / 01.00** TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Bowler and Davies, D Cllr Donnelly. Cllr Nelson advised that he would be late for the start of the meeting.

#### **21 / 02.00** TO RECEIVE ANY DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS, AND ANY CHANGES SINCE THEIR LAST DECLARATION OF INTERESTS

The Clerk had distributed Members' Register of Interest update forms prior to the meeting; and reminded member to complete them and return them.

No new declarations were received.

#### **21 / 03.00** TO APPROVE AND SIGN MINUTES

Minutes for the council meeting held on 16th March 2021 and the planning meetings held on 10<sup>th</sup> and 24<sup>th</sup> March 2021 were accepted and signed by the Chairman after the meeting.

Cllr Lane joined the meeting.

#### **21 / 04.00** PARISH YEAR

**21 / 04.01** **Current Policies:** The Council confirmed all other current policies: Publication Scheme, Members' Code of Conduct.

The Clerk advised of the change in the Financial Regulations as circulated prior to the meeting to being it in line with the Standing Orders: regarding point: 3; Expenditure: to bring the level of agreed spending up to £250 to bring in line with the Standing Orders. Also the Clerk advised

that the last paragraph referred to the Parish Council having a stationery account, however the shop has closed, so recommended a change in wording to reflect this.

Cllr Evans recommended a small change to the Standing Orders to clarify paragraph 28: inserting "full" into "The Clerk will present such quotes as obtained to FULL Council for consideration and authorisation." To ensure that council are aware of expenditure.

These changes were discussed.

**RESOLVED:** The final wordings were agreed and confirmed by members. The Clerk to update the website accordingly.

**21 / 04.02 Health & Safety Issues:** The Clerk reported to council regarding: Roads, Footpaths, Bus Shelters, Noticeboard, and the Alban Head Play Equipment.

Cllr Dennis highlighted the damage to the boardwalk on Waltham Brooks, the clerk to chase the landowner.

**21 / 04.03 Council Roles:** The Council reviewed the current list, changes were made, the agreed list is attached as Appendix A.

**21 / 04.04 Piscary Bailiffs:** The Council reviewed the Piscary bailiffs: Owen & Steve Dudman, Paul Hubbard & Colin Smithson. Cllr Dudman had nothing to report for the past year, highlighting that the Environment Agency had posted a notice regarding the close season. Members confirmed their re-appointment.

**21 / 05.00 2020-21 YEAR END ACCOUNTS**

**21 / 05.01 Year 2020/21 Annual Governance Statement:** The Clerk confirmed that she had completed Section 1 of the Local Councils Annual Return. This will be available on the website.

**21 / 05.02 Year 2020/21 Internal Audit Report:** The Clerk confirmed that Rachel Hall had completed the internal audit, copies of the revised report had been distributed to all Councillors prior to the meeting. This is attached as Appendix A and on the website.

**21 / 05.03 Year 2020/21 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.

**21 / 05.04 Year 2020/21 Certificate of Exemption:** The Clerk confirmed that the Council met all conditions for exemption, including income and expenditure below £25,000. The certificate was signed by the Clerk and the Chairman after the meeting. This will be available on the website.

Cllr Nelson joined the meeting.

**21 / 05.00 FINANCE**

**21 / 05.01 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 B & C respectively.

Cllr Evans queried the balance accrued for the Alban Head Playground Project, as there appeared to be a difference between that received and total raised. The Clerk confirmed: an amount of £825, from Section 106, needs an invoice with which to claim it, but it is being held until November for this project, an amount from CIL has been received and has been allocated to this project, and will get reported as such at the end of the financial year, the final amount of £1500 from the dog show is due to be paid to us shortly.

**21 / 05.02 Payments:** Authorised and cheques signed by signatories after the meeting for:

Arun Mowers	Mower Winter Service (AHPF)	£820.37
RS Hall & Co	PC Internal Audit & AH Ind Examiner's Report	£360.00

Cllr Nelson chaired the rest of the meeting.

**21 / 06.02 TRANSPORT ISSUES IN THE VILLAGE**

Cllr Dennis noted that following the planning applications: Lodge Hill, Barn Cottage and the potential development outlined in the Local Plan, have all highlighted the subject of traffic in the village. Each application, although small, would each bring additional traffic to the village.

Any officer would say "So what!", whilst we recognise that there has been an increase in traffic in general, the junction at Brook Lane/Waltham Park Road remains a problem, with the road increasingly becoming a shortcut from Storrington through to Fittleworth and beyond.

Taking the homes at Brookview for example, the number of cars going in and out of the road has increased greatly, today's children will become tomorrow's adults, all using cars to access work etc. Another situation which has increased recently and is unlikely to reduce is the increased use of on-line shopping, with deliveries direct to the door. Overall there are much higher levels of traffic using the junction between Brook Lane and the A29.

Concerns regarding traffic are raised each time an application is discussed in the village, however, there are significant developments north of the village, which will also bring increased levels of traffic along the A29 through the village.

Any pedestrians or cyclists using Brook Lane, which has no pavement, so need to press themselves against the hedges as cars pass them. Another danger with the junction is when travelling south (from Sandham Hall) cars turning into Brook Lane, the drivers can not see round the corner into the lane, so often need to swerve into the middle of the lane to avoid pedestrians or dog walkers. Then any pedestrians wishing to cross Brook Lane going north (towards Sandham Hall) face difficulties, having looked in all directions start across, suddenly have a car turning into Brook Lane or a car coming up to the junction, both are unsighted before crossing.

Councillors agreed with the dangers faced by road users and pedestrians at the junction. Other issues highlighted: the hedges along Brook Lane get overgrown obscuring visibility, and residents parking cars along the A29, the speed limit along both Brook Lane and Waltham Park Road very quickly changes from 30mph to 60mph.

Cllr Dennis suggested, if council agreed, that the next step was to make contact with Highways and Police to see what options are possible.

**21 / 07.00 ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK**

**21 / 07.01** Cllr Hewer inquired of D Cllr Clark, the date for the repairs to Church Hill.

**21 / 07.02** Cllr Dennis highlighted two applications for trees at The Warren and Coopers Paddock, neither required a meeting.

**21 / 07.03** The Clerk updated members regarding recent planning decisions:

- SDNP/20/05478/FUL, Hardham Green House, Garden Flat London Road Hardham, Permitted.
- SDNP/20/05480/FUL & SDNP/20/05481/LIS, Hardham Green House, Garden Flat London Road Hardham, Permitted.

**21 / 07.05** Cllr Nelson reminded members of polling day, for our new County Councillor and the Police Commissioner. Thanks were expressed to Pat Arculus for her support over the years.

**21 / 08.00 DATE OF NEXT MEETING.**

Next meeting of Council is on Tuesday 13th July 2021 at 7.30pm, the venue still to be confirmed.

The Clerk advised that as of 7th July the Government no longer permits virtual meetings so all future meetings will need to be held face to face.

Meeting Closed at 8.50 pm.

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

Distributed to those present, also Cllrs Bowler, Davies, C Cllr Kenyon and D Cllr Donnelly.