

# COLDWALTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 14<sup>TH</sup> NOVEMBER 2023 7.30PM SANDHAM HALL, LONDON ROAD, COLDWALTHAM

Those Present:	Cllr G Nelson	Chairman
	Cllr J Evans	Vice-Chairman
	Cllr A Davies	
	Cllr O Dudman	
	Cllr A Lane	
	Cllr C Dennis	
	C Cllr C Kenyon	County Councillor
	D Cllr P Clarke	District Councillor
	Mrs LD Sherlock-Fudge	Clerk

Cllr Nelson welcomed the public to the meeting.

**23 / 30.00**      **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Coughtrey. Cllr Nelson confirmed that Iain Dreger had agreed to be co-opted onto the parish council, but that he gave his apologies for tonight.

**23 / 31.00**      **TO RECEIVE ANY DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS, AND ANY CHANGES SINCE THEIR LAST DECLARATION OF INTERESTS**

No new declarations were received.

**23 / 32.00**      **TO APPROVE AND SIGN MINUTES**

Minutes for the Parish Council meeting held on 26<sup>th</sup> September 2023 was accepted and signed by the Chairman.

**23 / 33.00**      **FINANCE**

**23 / 33.01**      **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.

**23 / 33.02**      **Authorise payment of Plaque:** the clerk had received the invoice, so payment was confirmed.

**23 / 33.03**      **Authorise & sign amendment to Bank Standing Order:**

**Clerk's Salary £404.28 to £412.59 from December** - Members authorised the instruction to Lloyds Bank to amend the current Standing Order following the Local Government Services Pay Agreement 2023 and was signed by signatories after the meeting.

**23 / 33.04**      **Payments:** payments were authorised for the cheques and signed by signatories for:

Sandham Memorial Village Hall	Nov Meeting	£10.00
Microsoft	Microsoft Subscription	£59.99
Burgess and Randall	Trimmer Repairs	£53.99
Mark Weston	Village Sign Maintenance	120.00
Arundel Trophies	Plaque for Pauline Streeter	£55.00
Mrs LD Sherlock Fudge	Salary Arrears	£66.05

23 / 34.00

**BUDGET AND PRECEPT FOR THE 2024/25 FINANCIAL YEAR**

The Clerk gave all councillors a copy of the proposed budget for 2024-25 for the Parish Council and is attached as Appendix C.

Councillors agreed to make a single contribution to the Link for this year only, as a one off. Cllr Nelson will request an invoice to support this request along with an explanation for how this money is expected to be used.

The Clerk explained the figures in the 2024/25 budget that were up for discussion highlighting changes to:

- Alban Head salaries - as the minimum wage rate has not been announced yet, an increase of 7.1% to £11.16 per hour has been included this might have to change if the minimum wage is higher than this amount.
- Cllr Nelson included a 5% increase for the clerk's salary too.
- Removed the external audit fee - unlikely to reach the threshold this year.
- Removed the Post Office rent.
- Addition of the biennial domain fee which is due in Jan 2025.

Cllr Nelson advised that the Alban Head portion of the precept is currently £8,000, which has not increased since 2020/21, and recommended increasing their portion to £9,000, and proposed increasing the Parish Precept by 5% this year with a further 5% increase next year to pay for it. Cllr Evans suggested increasing the Alban Head portion of the precept to £8,500, to match the 5% increase in the precept, with further a 5% increase to the precept next year matching a further increase to the AH portion to £9,000.

The clerk advised members the updated figures; total budget £18,250, precept amount £18,026, so a deficit of £224 precept against budget.

**RESOLVED:** **Members agreed to stage the Alban Head increase over two years to match the 5% Precept increase. Agreed the budget of £18,250.**

The Clerk reminded members how the precept is calculated; the Parish requests an amount, 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 figure has been received, the increase in the tax base reduces the precept increase on the household bill by 0.5%. The clerk distributed calculations showing various increases.

Members agreed the increase of 5%. Chairman advised that members could continue to consider this and confirm at the meeting in January.

**RESOLVED:** **Members agreed the precept increase of 5% to £18,026.**

23 / 35.00

**CHAIRMAN'S REPORT**

Cllr Nelson updated members regarding the following issues:

- Alban Head Committee had recently held a meeting, and had considered a program of improvements, summarised in a draft plan which was circulated.
- Recently a second bench has been vandalised, the clerk would report to the police as this has not been an isolated incident.

22 / 36.00

**TRANSPORT ISSUES IN THE VILLAGE UPDATE**

Cllr Evans had contacted Bury Parish Council (BPC) inviting them to join a joint group for the parishes along the A29, joining Pulborough and Coldwaltham, BPC declined as their request for a speed reduction along the A29 is expected to be approved. Members wondered where and when the speed reduction was to be implemented.

**A29 - Church Hill** – members received an update from C Cllr Kenyon, the recent closure of the Church Hill had been for inspection related to the ongoing legal process and required a temporary closure of the road. Unfortunately, the Highways team had not received much notice of the inspection but did their best to manage and minimise the impact, which coincided with other road closures in Pulborough for road resurfacing. Further closures at the beginning of November were for safety reasons to check the stability of the banks, with the forecast of high

winds and heavy rain, officers had decided to close the road. Cllr Kenyon continues to call for a review of lessons which can be learnt from the situation.

22 / 37.00

**PLANNING UPDATE**

The Clerk updated Council regarding recent applications decisions:

- SDNP/23/01948/HOUS, Swallows End, Ingrams Frm, London Road, Hardham proposed works to change roofing material to slate, add 2no. rooflights and 1no. Window, Permitted. – with an enforcement regarding the position of the rooflights

Cllr Dennis updated members regarding new applications:

- Winter Farm - a proposed addition of an orangery, amended plans show the removal of the rooflights we had commented on.
- Little Fowlers – commented that the removal of a trees should be replaced for biodiversity.
- Barn Cottage – hedge reduction would seem acceptable any tree surgery would need to be sympathetic to the area.
- Ennismore – commented that the size is still substantially larger.
- Hardham Mill – no objection to the change in position.
- Old Priest House – Cllr Nelson suggested a meeting was held to discuss this application.
- Church Farm – changing of access to allow better access for larger vehicles.

23 / 38.00

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

23 / 38.01

D Cllr Clarke updated members regarding HDC items:

- Planning – District Councillors will get an official first look at the HDC Local Plan.
- Corporate Plan has been reassessed.
- Rural England Prosperity Fund – boosting local business, applications open to the end of November, Solar Power funding also available.

23 / 38.02

C Cllr Kenyon

- A29 – meeting on 6<sup>th</sup> Dec, chairing a transport group including WSCC Councillors, District Councillors, Parish Councillors and Highways Officers: looking at the A29 in Pulborough as a whole, including the two bridges and foot access.

23 / 38.03

**Permissive Path** - The Barlavington Estates have written to Parish Council giving six months' notice of closure of the permissive path from River Lane to the Waltham Brooks, as they are selling the Pest House, the drive of which forms the route the permissive path takes. Therefore, the permissive path will close in February/March 2024.

C Cllr Kenyon left the meeting shortly after this item.

23 / 38.04

Councillors asked about the collection for Pauline.

23 / 38.05

Cllr Dennis had attended the recent planning training given by HDC.

23 / 39.00

**DATE OF NEXT MEETING.**

**Next meeting of Council** is on Tuesday 16th January 2024, at 7.30pm, in the Sandham Hall.

**Meeting closed at 8.55 pm.**

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

Distributed to those present and Cllr Coughtrey, Iain Dreger, D Cllrs Campbell and Ellis-Brown.