



Fittleworth Parish Council

Minutes of the Parish Council Meeting held on 17th October 2016 at 7.00pm in the Pavilion Building.

Present: Chris Welfare (CW) Chairman, David Brittain (DB), Mick Foote
Alison Welterveden (AW), Tony Broughton (TB), Robin Dunstan (RD), Shelagh
Morgan (SM), Mike Allin (MA)

In Attendance: Hannah Hails (Clerk), Janet Duncton (WSSC/CDC)

Members of public: Mike Stanbridge (MS), Carolann Townsend (CT), Margaret Welfare (MW)

Action by

1. Apologies for absence

Frank Boait (FB). Letter of resignation received from FB; Clerk to fill out forms and advise CDC to gain permission to co-opt another member **Clerk**

2. Minutes of the last meeting and matters arising

The minutes of the previous meeting, held on 19th September 2016 were approved as a correct record and signed by CW. CW was still trying to assemble the June Minutes.

3. Public Questions

There were none.

4. County and District Councillor's Reports

CDC; Much time taken up with A27 and housing.

WSSC; The budget has been made, but the Council is hoping to obtain more funds, particularly for education.

The decision on the 2nd runway at Gatwick has again been postponed. It is expected to be announced week beginning 24th October.

Still trying to ensure that West Sussex fire and rescue stays with the County.

CW told JD that the council had been advised to make a 2nd application for an Operation Watershed grant to do a cctv survey of the drains in School Lane. JD expressed her support for the application.

5. Declaration by Council members of personal or prejudicial interest

There were none.

6. Update on on-going matters not covered elsewhere

Meetings

21st July Crime Prevention Workshop Report

SM attended. CDC had received funding for a cyber protection campaign; they were asking for ideas on a name for the project and who they should target.

27th September Midhurst CLC

CW attended; most of the discussion was about overgrown footpaths and vegetation on highways.

28th September Chichester CDC All Parishes Meeting

SM attended. There was a presentation on Community Land Trust schemes, and news about changes to waste management and the police reorganisation.

1st October Cycle Planning & Infrastructure Design Workshop 9.30am @ St Paul's Church Hall, Chichester No-one attended

11th October SSALC Planning Presentation

DB attended. SALC were aiming to distribute slides from the meeting.

15th October SLCC/ALCC Inaugural Meeting and SLCC Conference 12pm No-one attended

17th October – West Sussex ALC AGM & Conference @ Lodge Hill Centre

DB attended – Discussed National Park and Community Green Offer. Also Devolution, Community Resilience.

24th October SDLM Whole Estate Plans Workshop, 9.30am Southdowns Centre, Midhurst

4th November Southern Water Stakeholders workshop with Lunch (1day event) @ The Amex Stadium, Brighton starting 9.30am

9th November PSMA London, Congress Centre WC1B 3LS

10th November North West & North East Community Forum, Leconfield Hall, Petworth @6.30pm

CW to attend

CW

18th November 1 day Lantra Awards, Basic Tree Inspection Course, Sir Harold Hillier Gardens, Ampfield, Romsey, SO51 OQA starting @9.30am

23rd November – SDNPA town and parish workshop @ South Downs Centre, Midhurst 6.30pm SM, DB and MA to attend Feedback to be in by Jan 2017 for South Downs Local Plan.

SM/DB/MA

9th December SLCC Sussex Branch @ Battle Town Council Buildings 10am

Miscellaneous

Pothole at Hallelujah corner had been temporarily repaired.

Mobile Post Office in Village Hall car park. CW had spoken to the person running the van who was concerned that not many residents were using the

service. CW has put up a notice saying that if the service isn't used enough we may lose it. The Post Office will review use of the facility in February.

7. Items for discussion

a) Parking in School Lane

CT had written to the council to share her concerns about parking in school lane during school pick up and drop off and believed there should be parking restrictions in place. People are parking inconsiderately and this causes a major issue especially when the village hall is used for an event; this often means that people park down the centre of the car park. MF & CT sat and watched one morning to assess. CT had also spoken to the school to suggest using another A frame to remind parents about parking sensibly. It was also suggested that the school do more "walk to school" mornings where parents park at the church and teachers meet the children and walk them down to the school. CT also asked that the school do a leaflet drop to remind parents. The Council would suggest this to the school. CT also proposed putting hatching down the centre of the car park to deter parking in the centre. CT asked that the parish council contact WSCC to ask what could be done. MF suggested that WSCC would probably not take an interest as the safety record is 100% and it would be considered a village issue therefore we should try to deal with this ourselves.

CW / Clerk

MF said that it would probably not be wise to restrict parking as then traffic would be able to pass quickly down the road which in his opinion would make the road more dangerous. A lengthy discussion ensued and it was decided that the best way forward was to educate parents via the methods already mentioned and hope that this would improve the situation.

MA observed that this situation is likely to worsen once the village shop is operational as traffic volume is likely to increase.

b) Website Update

The new website is now live. All agreed it looked very good. Comments from the public in general are very positive. Some amendments had already been received. MW suggested that the newsletter facility should be made live in the next few days. Clerk should collate list of names obtained from this which could then be used for sending out news about village events etc.

c) Village Shop Update

The working group had a meeting with an advisor from Plunkett two weeks ago. He thought that the group was doing everything they should be doing. He did provide a good deal of useful information on grants and business planning. Consultation day at the church; approx. 50 people attended who provided very useful input and there was widespread support overall. There were some concerns over the budget because the children's playground was having to be moved, as well as some disquiet over the possible removal of trees. The next major step will be to construct and submit the planning application. The charitable objects of the recreation ground need to be amended to allow the construction of the shop. The trustees need to agree this, and a solicitor will be commissioned to draw up the documents required. Three quotations for this have been obtained, and the work will be done by Barlow Robbins of Godalming. The shop project will pay these costs. AW advised that some work had begun on fund raising locally for the project to cover architect and legal fees. The trustees agreed that the charity objectives should be changed.

MA voiced some concerns over the moving of the playground area. He felt that many villagers had raised money for the equipment, and would be sorry to see it scrapped after a relatively short life. MA also thought that the proposed new location of the playground could impinge on events being held in the village hall as it would no longer be as easy for them to use the outside space in the summer. MA also felt that the noise from the children playing so closely to the hall could disturb events being held there.

d) Neighbourhood Plan

Comments on the Scoping Report for the Strategic Environmental Assessment have been collected from the consultees and passed on to the group who will conduct the exercise. South Downs had offered us further consultancy on the Neighbourhood Plan itself and the steering group had a meeting with an independent consultant (Claire Tester, paid for by SDNPA) on 30th September. It looked as if she could be very helpful.

e) Standing Order Review

No progress yet - CW & DB to meet to discuss before the December meeting.

CW / DB

g) Fittleworth Scout Hut Lease

Communication received by the clerk asking permission to extend the lease and appoint the Scout Association Trust as sole trustee. It was agreed that the clerk should forward a copy of the current lease to all councillors before a decision on this can be made. Clerk should also make contact to advise progress and ascertain the length of extension they were hoping for. Clerk received no reply as to what length they were expecting. DB had read through the lease and advised that we should extend the lease until 2050 and arrange to re issue the lease in the name requested if they pay for the legal costs of doing so. All councillors agreed. Clerk to action

Clerk

h) Strategic Plan for the Council

AW thought that we should place a note in the village magazine to obtain feedback for this so we have a good starting point to base it on.

CW

8. Planning – Status of recent applications

Old House Cottage – Roof tiles replacement – No objections subject to tiles matching original.

Garden House – Bothy/Garden wall repairs – Multiple planning applications – No objections if garden wall is repaired and rebuilt using the correct materials and that the bothy does not become a separate dwelling.

Coates Manor - Roof Repairs – No objections subject to listed buildings officer being satisfied.

Churchfields Hedge – MA contacted WSCC Planning and agreed that although permission should have been sought prior to removing the hedge, Graham Turner should gather all the relevant information and correspond with WSCC.

9. Correspondence

A list of correspondence was passed to all councilors; items of interest had been discussed under other sections so there was nothing further to raise.

10 Finance

- The following invoices/expenses were approved for payment in September:

19.09.16	Paul Duffell	Litter Picking	30.00
19.09.16	Hannah Hails	Clerks Expenses	27.24
19.09.16	SLCC	Books	177.95
19.09.16	Came & Co	Annual Insurance	2,375.56
19.09.16	Julie Hawkins	Queens 90th	254.63
19.09.16	Hannah Hails	Clerks Expenses	11.98
19.09.16	Play Inspection Co.	Annual Inspection	62.50
19.09.16	WSCC	Admin.	43.92
19.09.16	Grasstex	Grass Cutting	454.14
19.09.16	WSCC	Clerks Wages	556.68
19.09.16	SSALC	Cilca Training	320.00
19.09.16	SLCC	Cilca Registration	250.00
19.09.16	Netwise	Website	15.00
	TOTAL INVOICES		£4,579.60

- Update on Income and expenditure

Account Balances as @ 11th October 2016

Current	£ 3,032.21
Reserve	£21,748.70
Birchwalks Wood	£ 5,421.47
Hesworth Common	£ 6,193.79
Youth	£ 1,000.00

- Any other financial issues

Request sent to branch to move £4,000 from the reserve account to the main account.

11 Health and Safety

Clerk has nothing to report

12 Working Group Reports

Communications/Community

Nothing to report

Crime Prevention

DB suggested items be added to the website to keep people updated on thefts etc.

Hesworth Common/Birchwalks Wood

Management meeting was on 10th October. A truck had dumped garden clearance rubbish on the road in Hesworth Lane. MA cleared some but this should be reported as fly tipping to WSCC by the clerk. Working day with Worthing volunteers on 3rd September. Another volunteer party (South Downs) on 13th October cleared the lower area, removed a tree from near Holly Grove and did some work near the memorial tree. Tree over path removed from Birchwalks Wood. Next working day Sunday 30th October.

Clerk

Maintenance

Vehicle access gate on the Recreation Ground needs replacing. MF got 3 quotes for standard gates and Yeoman gates. The Yeoman style was preferred. MA thought he could get a lower quote than those obtained by MF. CW agreed MA should obtain the quote.

MA

Bowls club toilet needs re-roofing; quotes obtained of £1187 and £2085. MA commented that the building itself needed replacing entirely so to spend that much on just the roof didn't seem logical. There may be asbestos in the roof which is why (in the case of the higher quote) the price is steep. MA agreed to investigate before progressing further.

MA

Highways & Footpaths

Cars parked on the pavement in front of the Terrace. CW suggested writing to the owners of each house to ask if they are able to park somewhere else.

CW/Clerk

RD advised that concrete fence posts had been left on a footpath and that a new fence had been put in place which was past the neighbouring properties fence and intruded on the footpath. Each time a new fence goes up the pathway is getting smaller as the fences are beyond the boundary line. The owner of the land should be notified so that they can take the appropriate action. This could be a health and safety issue as Fittleworth school use the footpath to take the children up to the common for Forest School. RD to drop a note in to the houses responsible.

RD/CW

Dog fouling, a resident complained about a dog without a collar who has been regularly fouling in their garden. The resident has a picture of the offending dog and there is an article due to appear in the parish magazine.

Village Hall

CW attended the AGM.

13 Items for inclusion on the November agenda - The November meeting is a finance meeting so agenda items unless urgent will be dealt with in the December meeting.

- Budget

14 Date of next meeting

Monday 21st November 2016 at 7.00pm in the Pavilion Building.

The Chairman thanked everyone for attending and the meeting was closed at 10.10pm.