



Fittleworth Parish Council

PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on
19th June 2023 at 7.00pm in Sports Pavilion.

Present: Parish Councillors: Jane Claxton (Chair), Mike Allin, Tony Broughton, Robin Dunstan, Wade Houlden, Lee Scott and Sally Tanner.

In attendance:

Also Present: Rachel Gorvin (Clerk),

Members of public: 2

23-050	Apologies for absence Apologies for absence were received and accepted from Cllr Jon Coleman and Cllr Janet Duncton.
23-051	Minutes of the last meeting The minutes of the meeting held on 15 th May 2023 were agreed as a true record and were signed by the Chair. Proposed: Cllr Allin seconded Cllr Scott and agreed by the meeting.
23-052	Crime – no report from NPT meeting or Focus Group as nobody was able to attend. Next meeting is 30 th June 11am. Clerk will send link to Cllrs who want to attend.
23-053	County Councillor – a report from Cllr Duncton was received prior to the meeting. Angel Hotel works underway and road should be open end of month. Cllr Allin noted that Hajalluh corner potholes have been filled. Turning to B2138 – junction of Waltham Park Road – potholes. Clerk to report to WSCC. Clerk to Request support in writing for CHS application for The Fleet.
23-054	District Councillor – a report from Cllr Cross was received prior to the meeting. Reference Closure of play group. Cllr Claxton has tried to contact playgroup leader without success. We understand it is closing at end of summer term. Clerk to write to Head of Fittleworth School to see if they know whether a new provider is coming.
23-055	Public questions – Fiona Mills regarding bridleways crossing on B2138. Fiona gave an informative report on the issues for horses crossing the B2138. Riders unable to use crossing because it's too dangerous, so she would like to see the speed limit reduced from 40mph to 30mph. Cllr Claxton advised that in our experience it is very difficult to get a speed limit changed. Fittleworth Parish Council are supportive of her campaign but the 40mph speed limit is not in Fittleworth parish and the proposed signage sites are not on FPC land, which limits our involvement. Cllr Dunstan suggested that she could approach Barlavington Estate about moving the path to a safer location along the road. It was suggested that Fiona speak to Cllr Tom Richardson, who produced the new speed limit policy for WSCC and the WSCC PROW Officer. The Clerk will send link to WSCC new speed limit policy. Water to the allotments – could the PC provide a tap to the allotments. Not PC allotments, belong to Hyde Housing. If Cllr Dunstan can get contact details of allotment holders Clerk will forward to Hyde Housing Officer. Closure of Fittleworth Play Group – discussed above. The Football Club advise that they will be lopping some branches from trees on the rec ahead of season.

	<p>Shop – tennis table has been fixed and games wall been cleaned. Note in Parish Magazine to say bats etc in shop. Clerk can put on Nextdoor if Cllr Tanner forwards the wording. Cllr Tanner was asked to pass on the PC thanks.</p> <p>Renault vans up Sandy Lane – one has been moved, the other one is owner unknown.</p>																														
23-056	Co-Option of Councillor – Kevin Mackenzie of Lower Street has applied to be co-opted to the vacant seat. Kevin left the room and there was a unanimous decision to co-opt him. He signed the Declaration of Acceptance of Office in front of the Clerk and was therefore able to contribute to the meeting and vote from this point.																														
23-057	Declarations by Council Members of personal or prejudicial interest The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).																														
23-058	Emergency Resilience Plan – Do we need a broader resilience plan then the one covering winter weather? The Clerk was asked to circulate the winter resilience plan to Cllrs. No one was able to commit the resource required at this time. The Clerk advised that it wouldn't need to be completed in one go, we could add to our plan gradually.																														
23-059	Clerk Report - the Clerk circulated a report prior to the meeting																														
23-060	Play Area Maintenance – Quotes have been received to repair the wet pour, (artificial surface), in the games wall and table tennis area, to replace the missing lock on the play area and to jet wash equipment. The Shop have jet washed the table tennis table and games wall, so Clerk will get a revised quote for the picnic table. The Clerk asked for agreement to accept quotes from Made2play for the repairs – Proposed by Cllr Broughton and seconded Cllr Scott and agreed by the meeting.																														
23-061	Swan Green – resolution to agree to apply to register as Common Land. Proposed Cllr Claxton, seconded Cllr Allin and agreed by the meeting. Cllr Coleman to lead. Cllr Allin will strim the grass under the tree.																														
23-062	Risk Assessment – Resolution to adopt the draft Risk Assessment as FPC policy – Proposed by Cllr Houlden and seconded by Cllr Broughton and agreed by meeting																														
23-062	<p>A Grants and Donations – no applications received.</p> <p>B Monthly Reports – The clerk apologised that due to other priorities the April and May accounts are not prepared. April, May and June to be presented at July meeting.</p> <p>D Payments - to receive details and agree payment of outstanding invoices. The following payments were reviewed and agreed by the meeting.</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Clerk</td> <td>Postage and Stationery</td> <td>27.82</td> </tr> <tr> <td>Carol Twite</td> <td>Planting for Centenary Garden</td> <td>44.94</td> </tr> <tr> <td>Riverhill Garden Supplies</td> <td>Planter for Sculpture Plaque</td> <td>291.95</td> </tr> <tr> <td>Eyelevel Design</td> <td>Visuals for presentation 23/05/2023</td> <td>384.00</td> </tr> <tr> <td>Grasstex</td> <td>Grass cutting may 2023</td> <td>735.75</td> </tr> <tr> <td>Cloudy Group</td> <td>Fee June 2023</td> <td>91.56</td> </tr> <tr> <td>WSCC</td> <td>Payroll May 2023</td> <td>1,143.54</td> </tr> <tr> <td>FVH</td> <td>Planning 09/05/2023 Publis Event 23/05/2023</td> <td>80.85</td> </tr> <tr> <td>WSCC</td> <td>Payroll admin Oct 22-Mar 23</td> <td>32.64</td> </tr> </tbody> </table>	Payee	Description	Amount	Clerk	Postage and Stationery	27.82	Carol Twite	Planting for Centenary Garden	44.94	Riverhill Garden Supplies	Planter for Sculpture Plaque	291.95	Eyelevel Design	Visuals for presentation 23/05/2023	384.00	Grasstex	Grass cutting may 2023	735.75	Cloudy Group	Fee June 2023	91.56	WSCC	Payroll May 2023	1,143.54	FVH	Planning 09/05/2023 Publis Event 23/05/2023	80.85	WSCC	Payroll admin Oct 22-Mar 23	32.64
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		Total Approved for payment 19/06/2023	2,833.05
23-063	<p>Planning</p> <p>a) to receive the minutes of the Planning Committee – minutes from 20th May have been agreed by the Planning Committee and circulated. June 8th still in draft to be approved at the next Planning mtg on the 6th July.</p> <p>b) Planning Committee Recommendations – Cllr Scott reported that many recent applications have been for tree works.</p> <p>Limbourne Lane development – the developer applied for discharge of conditions relating to drainage which was challenged by WSCC. There is no officer name on WSCC report. Cllr Scott raised the matter with developer who claims it shouldn't have been refused. Raised as well with SDNP Officer but not received a response. Cllr Scott has emailed the senior planning officer. It was suggested that Cllr Cross was asked to get involved as no response from Planning Officers. Cllr Scott to contact him.</p> <p>The Link footpath from The Fleet to Limbourne Lane – developer now saying it's for residents only. Cllr Scott to check the status with Planning Office.</p> <p>Rew Cottage – there has been a no further action report from the planning enforcement officer – to be raised with Cllr Cross.</p> <p>The application for a Campsite in Coldwaltham has been rejected.</p> <p>Revelstone tree works application – Cllr Allin has emailed the Tree Officer at CDC requesting attention paid to the tree shape.</p>		
23-064	Action List – Cllrs are taking ownership of allocated tasks so no longer required		
23-065	<p>Working Groups</p> <p>A) Community Hub working group – Cllr Claxton reported that the public viewing event was well attended on 23rd May. Overwhelming support for the plans. Cllr Houlden queried increased cost from architect -was the original brief met? Cllr Claxton to raise the invoice with VH committee when she meets with them on the 20th July.</p> <p>B) Comms working group – nothing to report. Cllr Houlden has a potential candidate, Clerk to email him details of what's involved to pursue.</p> <p>C) Save the Swan working group – Cllr Houlden reported that the new management has agreed to have public drop in event on 5th July. Leaflet drop arranged to let people know. Roof works happening soon. Scaffolding sticking out on pavement looks unstable – Cllr Houlden to raise whether they have licence for scaffolding.</p> <p>D) Maintenance working group – the new bench has been installed on the centenary gardens and has been securely fixed to the ground. The damaged pales around the playground have been refixed and they will screw them all on to make it more difficult to kick out. Been in touch with locksmith about the lock on the noticeboard but not responded. Resident has reported branches in corner of rec and in the culvert. Cllrs Allin and Broughton to look at drain hopper on the pavilion.</p> <p>E) Highways and Traffic – almost there with the gates. Funding covered by pilot scheme funding from SDNP and donations from Fittleworth and District Association, individuals and the shop.</p> <p>SID has been well received and is successful. Making a big difference. Additional location on The Fleet agreed by Mike Dare, Traffic group to review the location schedule.</p> <p>Speedwatch opposite St Richards Terrace hindered by poor van parking.</p> <p>Meeting with Mike Dare about Community Highways Scheme (CHS) on The Fleet. Proposal is for 2 crossing points, reducing the speed limit and narrowing road outside Limborne Lane. Crossing point at the gardens, crossing point at Serpents Trail and bus stop. Number of near misses here. Improved signage – people crossings. Eyelevel Design to produce images to go with the bid.</p> <p>F) Hesworth Common Management Working Group – Minutes from meeting with</p>		

	<p>SDNPA and Natural England about funding has been circulated. Another SDNPA Ranger, Craig Daters, has left. Craig was the one who offered £2k funding so hopefully will still be available for spraying and flailing. Group will be rebuilding the steps up to the trig point. Working day 23rd July. 10am. Meet in the car park top of Lower Street. Step building booked in. W/c 17th by Dan Cornell with assistant. Cllr Allin will get a second quote. New Rangers Sophie Brown and Fay Patterson. Cllr MacKenzie keen to get involved with HCMWG so to be invited to next meeting with SDNPA.</p> <p>G) Birchwood Walks – secondary works completed but want to redo the circular walk. Recent rain welcome as Cllr Allin and Broughton were about to water. CDC want to know how many of the saplings they provided survived. Some got stolen but otherwise quite good success rate. Cllr Scott noted that the Bluebell area behind Holly Grove becoming overgrown, could do some clearing on the working day.</p> <p>H) Footpaths – Cllr Dunstan has cleared a bit of path a resident raised on Nextdoor.</p> <p>I) Village Hall and other Outside Bodies – Cllr Houlden is the PC rep. AGM on 20th July.</p> <p>J) Flood Resilience Working Group – Kevin McVey supposed to be letting us have details of what Operation Watershed funding we can apply for.</p> <p>K) Tree Warden – one of the horse chestnuts on the rec has disease. Tree surgeon has looked at and need to remove dead stuff. Cllr Allin to get quotes for tree works. No PP needed but might need Comms to let residents know what’s happening.</p>
23-066	Sports Pavilion – business a bit slow at the moment. On Friday 11 th August they are holding a Breast cancer fund raising event with a band on the Rec. With band and BBQ
23-067	<p>Correspondence</p> <p>Questions received from Mrs Mellers and Mr Varvill at 17th April meeting – Cllr Claxton has prepared draft responses but delayed due to waiting for advice from WSALC regarding minutes. Meeting agreed that they should come from the Parish Council. Cllr MacKenzie to review letters to then be sent out to Cllrs for agreement.</p> <p>SDNPA parish representative ballot – Meeting agreed to vote for candidates from Petworth and Pulborough.</p> <p>CDC Code of Conduct representative – no offers to apply for this role.</p>
23-068	Chair’s announcements - none
23-069	Matters raised by Councillors for next meeting - none
23-070	Date of next meetings: Monday 17 th July

There being no other business the meeting concluded at 21:40

Signed:

Date: