



Fittleworth Parish Council

PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on
17th July 2023 at 7.00pm in Sports Pavilion.

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

In attendance: County Councillor: Janet Duncton

Also Present: Rachel Gorvin (Clerk),

Members of public: 0

23-071	Apologies for absence Apologies for absence were received and accepted from Cllrs Mike Allin, Kevin MacKenzie, and CDC Cllr John Cross. It was noted that Cllr Cross is unable to attend a meeting until October.
23-072	Minutes of the last meeting The minutes of the meeting held on 19 th June 2023 were agreed as a true record and were signed by the Chair with 2 minor amendments requested by Cllr Scott. Proposed: Cllr Tanner, seconded Cllr Broughton and agreed by meeting.
23-073	Crime – Cllr Coleman submitted a report prior to the meeting. He attended the online Sussex Parishes meeting. Cllr Dunstan reported car windows being smashed by bb guns and youth ASB in village, running around village late evenings. Cllr Coleman will raise this and the cars parking on the pavements opposite St Richards Terrace at the next meeting. Cllrs to make Cllr Coleman aware of any matters that need raising at the meeting.
23-074	County Councillor reports – Cllr Duncton submitted a report prior to the meeting and reported verbally on the annual meeting of the SDNP, there are lots of new members. Vanessa Rowlands is continuing as chair. The Clerk will forward a Public Question about hedge cutting in Little Bognor and Cllr Duncton will check with Officers when it is due to be done. Cllr Claxton thanked Cllr Duncton for supporting the Parish Council CHS for The Fleet. One step closer to submitting the application which then would need to be agreed by WSCC, deadline for submission is 31 st July 2023. Cllr Dunstan reported he had people approached him about dogs disturbing them, he has told them to go to Hyde Housing. Cllr Dunstan advised that residents need to keep a log of the nuisance and report it to CDC Environmental Health team. The Clerk was asked to contact CDC to make them aware of an issue. Cllr Duncton reported she has heard that someone is going around selling household cleaning products, becoming very aggressive, advises residents not to let them into homes.
23-075	District Councillor reports – Cllr Cross submitted a report prior to the meeting that was noted. Cllr Scott will copy Cllr Cross into emails about the CHS for The Fleet.
23-076	Public questions – Football Club – can they cut back branches over the pitch. Cllr Broughton will look but can't see any problem. David Brittain – footpaths on the Leconfield estate overgrown – Clerk to forward to PROW team at WSCC.

	<p>Fly tipping in a gateway. – has it been reported but not cleared. Not on highway. Leconfield estate have been made aware.</p> <p>Other footpaths need clearing – If Cllrs report to the Clerk with sufficient detail she will contact landowner or PROW. Serpent trail towards Churchwood is very overgrown.</p>																		
23-077	<p>Declarations by Council Members of personal or prejudicial interest</p> <p>The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011). Cllr Scott has an interest in The Swan as a near neighbour and is currently undertaking some work for the son of the Norfolk Estate.</p>																		
23-078	<p>Committee and Working Group Appointments. The resolution to add Cllr MacKenzie to Planning Committee, Hesworth Common Management Working Group and Swan Working Group was Proposed by Cllr Houlden and seconded by Councillor Scott. Clerk will advise Cllr MacKenzie and update the website.</p>																		
23-079	<p>Parish Clerk Report.</p> <p>The Clerk submitted a report prior to the meeting.</p> <p>There was a discussion about cars on pavements again in Lower Street at the crossing point. Suggestion raised again about installing bollards to stop them blocking the pavement. Referred to traffic group.</p> <p>The base for the Alan Thornhill sculpture is installed, waiting for the concrete to set before the whirligig is installed.</p> <p>RJCA invoice – discussion about the invoice. Cllr Claxton will ask him to look at charges again.</p>																		
23-080	<p>Internal Auditor – The resolution to appoint Mulberry & Co as Internal Auditor for a 3-year period was proposed by Cllr Claxton and seconded by Cllr Broughton and agreed by the meeting.</p>																		
23-081	<p>Swan Green – Cllr Coleman has drafted letters for the 3 possible land-owning estates and one for long standing residents asking them to provide evidence of village use over last 30 years to evidence unfettered/unchallenged access. Discussion about wording of letter and amendments agreed.</p> <p>Letters to be sent simultaneously. Further evidence from all residents may be sought later.</p>																		
23-082	<p>Finance</p> <p>a) Monthly Reports – The Q1 financial reports were discussed and noted by the meeting. Cllr Scott noted that some of the CIL money (£61119) was earmarked for Hesworth Common Heathland restoration as part of the previous CIL bid. SDNPA funding of £10500 matched by FPC contribution of £2625. Once the current round of CIL bids are determined in November the PC needs to review how much of the CIL money is allocated.</p> <p>Operation Watershed funding – Cllr Allin was going to find out whether we could apply for any other funding.</p> <p>b) Payments</p> <p>The list of payments totalling £5712.58 was agreed in accordance with Financial Regulations.</p> <table><tr><th>Payee</th><th>Description</th><th>Amount</th></tr><tr><td></td><td></td><td></td></tr><tr><td>Wilbar Associates Ltd</td><td>7 x visits to move SID</td><td>1,008.00</td></tr><tr><td>FVH</td><td>Room Hire for Planning Committee</td><td>63.00</td></tr><tr><td>Grasstex</td><td>Grass cutting June</td><td>551.81</td></tr><tr><td>Sevenside Defib</td><td>Defib service and parts</td><td>642.00</td></tr></table>	Payee	Description	Amount				Wilbar Associates Ltd	7 x visits to move SID	1,008.00	FVH	Room Hire for Planning Committee	63.00	Grasstex	Grass cutting June	551.81	Sevenside Defib	Defib service and parts	642.00
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23-083	<p>Planning</p> <p><u>a) Planning Committee Minutes</u> The minutes for the planning committee held on 8th June 2023 were received and noted by the meeting.</p> <p><u>b) Planning Committee Recommendations</u> - Comment on The Swan application was submitted. Generally, the application has received a lot of support. Limbourne Lane drainage problems, WSCC now are saying that they are satisfied that drainage works have been completed to satisfaction of LLFA. The SDNP Planning Officer will be guided by what the WSCC Officers recommend. Cllr Scott will ask Cllr MacKenzie to have a look at the site to check that FPC are satisfied that it meets the design as detailed in Planning Permission granted.</p>																																	
23-084	<p>Working Groups</p> <p>a) Community Hub Working Group – Cllr Claxton will go to Village Hall AGM on Thursday to see what their feelings are on the proposed community hub project.</p> <p>b) Communications Working Group – Cllr Houlden’s contact is reflecting on whether they had time to commit.</p> <p>c) Save The Swan Working Group – their event about the Planning Application was well attended and well received. The building’s roof will be coming off soon, all the tiles are being numbered so can be replaced in the same place. WSCC have issued a permit for the scaffolding. Application will be decided in a few months so owners will continue doing work that they are allowed to do.</p> <p>d) Maintenance Working Group – Cllr Allin and Broughton will replace the damaged hopper on sports pavilion drainpipe. They are screwing the pales on around the play area. Swan Green has been strimmed. A Planning app has been submitted for the Cherry trees to be reduced. A previous resident thinks the PC planted some trees on the bank in this area. Cllr Coleman to check.</p> <p>e) Highways & Traffic Working Group Cllr Tanner thanked Cllr Scott for his well worded CHS application for The Fleet. Cllr Claxton advised that the WSCC had been very impressed with the maps that had been used in support of the CHS application and wondered whether the supplier would be willing to work with other Parishes. The Working group continues to do speed watch patrols.</p>																																	

	<p>Village Gates – Charles Clark to go out with Wilbar to remeasure. Gates which will have SDNP shared identity on it. Traffic group to review locations of the SID.</p> <p>f) Hesworth Common Management Committee Notes from the recent meeting with NE and SDNO to be circulated to all Councillors. The Clerk has written to landowners and commoners asking to confirm that not interested in joining our bid and commoners not using their rights for the Stewardship bid. SDNP giving us £2000 in 23/24 and 24/25. Some of the 2023/24 money has been spent on consultancy for stewardship funding.</p> <p>g) Birchwood Walks as per Hesworth</p> <p>h) Footpaths – path along rear of school – Clerk will check whether the cut through is PROW. Large stone painted white, trip hazard. Cllr Dunstan has been out with his hedge cutter and cut back the Serpents Way footpath and cut the verge to improve visibility, but it has grown back quickly. The Clerk has reported this to the WSCC PROW team.</p> <p>i) Village Hall & Outside Bodies Cllr Houlden had nothing to report other than their AGM on Thursday.</p> <p>j) Flood Resilience Working Group – Cllr Allin to follow up WSCC on Operation watershed, whether there are any works the Parish Council could apply for. Cllrs Allin and Broughton have been approached by Patrick on Limbourne Lane site. They wanted to take a tree down on the site, the tree is dying and a hazard and they are going to replace it. Condition on planning permission that retained trees are not removed, so they need to notify SDNP and not do anything outside of the formal process.</p>
23-085	Sports Pavilion – Cllr Dunstan reported that the S&SC is quiet currently. Clerk to email Julie about rolling over the licence for another year. Band on the Green, Friday 11 th August, in aid of Breast Cancer Research. The Clerk will email Julie with information on how to apply to PC Grant scheme for contribution to charitable event.
23-086	<p>Correspondence – CPRE Sussex petition to stop Gatwick runaway. Noted that Councillors can sign petition if they wish. Clerk to check for CPRE post on Nextdoor and share.</p> <p>We have received a letter from Mr Varvill regarding The Swan Inn pre-application and planning application. The contents were noted by the meeting and a response will be drafted.</p>
23-087	<p>Chair's Announcements</p> <p>None</p>
23-088	Matters Raised by Councillors
23-089	Date of next meetings: Monday September 18th 2023 7pm

There being no other business the meeting concluded at 20:49

Signed:

Date: