



Fittleworth Parish Council

PARISH COUNCIL MEETING

**Minutes of the Parish Council Meeting held on
20th November 2023 at 7.00pm in Sports Pavilion.**

Present: Parish Councillors: Jane Claxton (Chair), Mike Allin, Robin Dunstan, Kevin MacKenzie, Lee Scott, Sally Tanner.

In attendance: County Councillor: Janet Duncton, District Councillor: John Cross

Also Present: Rachel Gorvin (Clerk),

Members of public: 5

The Chair reminded members of the public of the requirement that they limit their participation to the Public Questions section of the meeting.

23-129	Apologies for absence Apologies for absence were received and accepted from Cllrs Tony Broughton and Wade Houlden.
23-130	Minutes of the last meeting The minutes of the meeting held on 16 th October 2023 were agreed as a true record and were signed by the Chair. Proposed: Cllr MacKenzie, Seconded Cllr Tanner and agreed by the meeting.
23-131	Crime – Cllr MacKenzie was not able to access the October meeting and is unable to attend the next on Friday 1 st Dec at 1pm – Cllr Scott will try and attend. Cllr MacKenzie had been hoping to raise 3 matters; Greatpin Croft – problem with driveway being blocked – The Clerk has signposted the resident to WSCC for a white line – NFA Car on pavement opposite St Richards - NPT will take educational approach and try speaking to residents to explain the H&S concerns for pedestrians. Alsatian Dog attacks on Hesworth Common – police investigating whether wider problem, apparently been another attack on Fittleworth Common which was reported to Police. An additional incident on Hesworth was reported by a MOP.
23-132	County Councillor reports Cllr Duncton circulated a Report prior to the meeting. Additional notes added before the meeting. 'Going through next weeks Cabinet papers there are just a few figures that I thought may be of interest. In the year 2022 to 2023 90km of Gullies have been cleaned 1500 mtrs of ditching 1500 Signs replaced or repaired 175km of white lining completed. -I know you know that this is just a small portion of what we do and needs to be done but I thought you may like a rough idea of the amount of Highway things done between April 2022 and 23.'

	<p>Cllr Allin reported that the gully at end of Limbourne Lane on The Fleet was totally blocked – kerb is 6 inches back from edge of gully. Rain is going into Limbourne Lane flooding the entrance. Cllr Duncton to follow up as drain was not cleared last year.</p> <p>School Lane – potholes have been marked to be repaired within 28 days but the whole lane needs resurfacing. Cllr Duncton will ask that it is added to list. Cllr Duncton wished everyone a happy Christmas. Left 19:19</p>
23-133	<p>District Councillor reports – Cllr John Cross submitted a Report prior to the meeting. Arrived 19:19.</p> <p>Horse crossing on B3128 between Tripp Hill and Bury Gate. Cllr Cross had hoped the Landowner would allow a permissive bridleway, but they are selling land so not willing to have permissive path.</p> <p>The Landowner on other side has agreed that they could put a permissive bridleway in. FPC will need to make the proposal. Cllr Cross to send details of request and a map to Clerk.</p> <p>Associated Signage would be in Bury and Fittleworth.</p>
23-134	<p>Public questions</p> <p>Representations were made by a member of public (MOP) from High Trees and a Member of public from Birch Court</p> <p>Residents have responsibility for The Fleet ditch, and they understood that development at Hawkins Field would not allow any additional water to run into the Fleet ditch. The resident has noticed 2 pipes on the site discharging straight into drainage channel with no buffer.</p> <p>Cllr Scott explained the situation as far as FPC Planning Committee concerned.</p> <p>Cllrs Scott, Allin and Broughton and MacKenzie visited site and met with the site manager and sales manager and the pipes were no longer there.</p> <p>WSCC (who are the Flood authority) are satisfied it has been built to plans agreed by SDNP.</p> <p>FPC would need to appoint a consultant to challenge this as would need to prove not built to plans.</p> <p>FPC have previously paid for a drainage consultant who was not able to say that the site could not support development due to flooding. SUDS only allows for no additional water; it doesn't stop the flow off site. There will be some fluctuations in rainwater due to fluctuations in weather so difficult to show if there's any change. The Planning authority cannot demand a reduction in water leaving site, their responsibility was limited to making sure it was not worse.</p> <p>Question from MOP - Has the SUDS been signed off? Cllr Scott – the drainage plan and design has been agreed by the SDNP planning team.</p> <p>Question from MOP - Who is doing the building control? Cllr Scott – we understand it is an approved inspector employed by the developer.</p> <p>Residents expressed concern because of what has happened at Birch Court, where the attenuation tank was signed off by Building control inspector contracted by the developer, but it was not as planning application design.</p> <p>Question from MOP - Could we ask the question of the developer? Cllr Scott asked for clarity of the question? MOP - Has it been signed off by building control? Cllr Scott – The SUDS design and Discharge of condition has been agreed by the Planning authority.</p> <p>Cllr Claxton – The Parish Council have done everything they can within their remit – but could Cllr Cross raise the concern that when a developer appoints their own building control inspector to sign off the drainage it could lack independence, is there a conflict of interest?</p> <p>Cllr Cross to ask who has signed off the SUDS design at Hawkins Field.</p> <p>WSCC are the flooding lead authority, and they were consulted and satisfied that it met the conditions.</p> <p>Residents would like to register their concern. Noted by meeting but FPC have nowhere further to take this. Residents could write directly to the Planning authority.</p> <p>The Clerk advised that a Breach of Conditions Notice for the Birch Court site was served by CDC on 4th October 2023 and will send a copy to residents.</p> <p>Cllr Claxton had to draw a line under the discussion, as the Parish Council have done everything it can with regard to this and the discussion had gone on for in excess of 40 minutes.</p>

23-135	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).
23-136	Clerk's Report The Clerk circulated a Report prior to the meeting. Cllrs Allin and Broughton will look at the paving slabs in front of noticeboard. Cllr Dunstan suggested the noticeboard be moved. Cllr Dunstan will speak to the FFC about grass cutting on the pitches for suggestion of way forward.
23-137	Playground Inspections – The Clerk will prepare a rota for weekly inspection by Clerk and Cllrs MacKenzie, Scott, and Dunstan.
23-138	Alley Dick Quote A quote from Grasstex to dig out Alley Dick culverts was accepted – Proposed by Cllr Scott, Seconded Cllr MacKenzie and agreed by the meeting.
23-139	Sandy Lane – Jag at bottom of Sandy Lane. Cllr Allin will find out the details of owner. Cllr MacKenzie has carried out routine H&S inspections and queried what the parking arrangements are. Cllr Allin explained it is an informal arrangement for residents of St Richards Terrace. Cllr MacKenzie recommended the PC write to residents to clarify PC ownership of the land. Cllr Mackenzie to draft a letter. The Clerk to investigate the legal position of allowing residents to park on PC land about H&S issues.
23-140	Budget Report – The Resolution to accept the Budget Report was proposed by Cllr Scott and seconded by Cllr MacKenzie and agreed by the meeting apart from Cllr Allin who abstained, although agreed to the increase in the Clerk's hours contained within the report
23-141	CIL Spending report – It was agreed to defer allocation of CIL funds until we have the results of Bids submitted, except for the Community Hub project. The Resolution to allocated £10000 of Parish held CIL funds to seed fund the Community Hub Project was proposed by Cllr Scott, seconded by Cllr Allin and agreed by the meeting.
23-142	Finance a) To review the results of the External Auditors Certificate and Notice of Conclusion for 2022/2023 – The Resolution to formally review and note results of the External audit and notice of conclusion was proposed by Cllr Mackenzie and seconded by Cllr Dunstan and agreed by the meeting. Cllr Claxton acknowledged the amount of work it takes the Clerk to prepare for the audit and thank the Clerk for the positive result. b) Payments The list of payments totalling £11490.50 was agreed in accordance with Financial Regulations c) Increase in Clerks hours – resolution to fund from 1 st January. 2024 from General Reserve (£794). Proposed Cllr Claxton and seconded Cllr MacKenzie and agreed by the meeting.
23-143	Additional Funding Streams – Cllr Scott introduced the concept of asking some residents for additional funding for the PC. He will seek further advice from Trevor Leggo
23-144	Planning <u>a) Planning Committee Minutes</u> The minutes for the planning committee held on 12 th October 2023 were received and noted. <u>b) Planning Committee Recommendations</u> New application for Rew Cottage – comments submitted as per the Planning Committee Minutes 2 nd November.

	<p>Swan Inn – there is an application submitted but not yet validated.</p> <p>d) Limbourne Lane Drainage – Already discussed under public questions. Cllr Allin asked for clarity on whether the PC was going to write to the Planning authority. Cllr Scott responded that we had no evidence that drainage works are not in accordance with plans. Whilst he accepts that Cllr Allin feels that it's not been constructed in accordance with the plans, at the site meeting the attendees accepted the developer's explanation of the works carried out. The WSCC drainage officer had raised 7 points when discharge of conditions applied for however the Planning committee are of the opinion that all these points were addressed, but there was some confusion around this due to the order in which documents had been uploaded to the Planning Portal.</p> <p>FPC have done everything in their power to check that the Planning conditions have been met.</p>
23-145	<p>Working Groups</p> <p>a) Community Hub Working Group – Cllr Claxton presented the concept and drawings at the Sports Club, and they are positive about the plans. The Community Hub Working group will consist of Cllrs Claxton and Dunstan, two school governors (who the Headteacher is going to speak to), Mick Foote and Sally Tanner from the shop, Isabel Brabham and Jamie Dunstan from the FVH, Gary Cooke and Julie Hawkins from the S&SC. The working group meetings will report to the Council for decision making. Cllr Claxton talked about a SUDS for the car park, reassuring High Trees residents that the plan is to improve drainage and to maintain screening. There will be further consultation with residents in due course as plans are finalised.</p> <p>b) Communications Working Group – We have had an approach from someone currently doing Shop and church website. The Clerk will contact them.</p> <p>c) Save The Swan Working Group – nothing to report.</p> <p>d) Maintenance Working Group – Cllrs Allin and Broughton will be scaling back on the amount of maintenance they can carry out, so looking for someone to take over. Cllr Dunstan agreed to organize repairs to the bus shelter.</p> <p>e) Highways & Traffic Working Group – they held a meeting on 24th October. The Village Gates have been ordered. SID positions reviewed – additional site on The Fleet added to the rota, otherwise no changes. A letter of support was sent to Bury for the proposed TRO between Tripp Hill and Bury Gate. Data strips on The Fleet were part of moderating the CHS. Speed watch has been intermittent due to weather. Speed watch data could be used to measure success of the SID</p> <p>e) Hesworth Common Management Committee – a report was circulated prior to the meeting. The Group is approaching the end of process for stewardship agreement application. The resolution to submit the bid was proposed by Cllr Claxton and seconded by Cllr Scott and agreed by the meeting. The meeting thanked the group for all the work they have done on the RPA bid.</p> <p>f) Birchwood Walks – see above.</p> <p>g) Footpaths – PROW inspection next month</p> <p>h) Tree Warden – 5 inspections for TPO's carried out. He has spoken to the St Mary's about a large fir that needs attention, and to residents at White Horse Cottages on Hallelujah Corner about cutting the hedges back. It was agreed to replace the Horse Chestnut on the recreation ground with a lime tree at a cost of £160.</p> <p>i) Village Hall & Outside Bodies – Nothing reported.</p> <p>J) Flood Resilience Working Group – already discussed as part of Hawkins Field discussion. The Flood resilience group will consider writing on their own account to CDC about their concerns around whether the signing off the drainage installation complies with the condition attached to the planning permission.</p>
23-146	<p>Sports Pavilion – The PC are hoping to join with the school and VH on a RAAC report to assess the building. The S&SC have had slabs on steps repaired, new toilets installed, painting being done, Hope to get new flooring all the way through.</p>

	The Parish Council agreed to pay 50% of the Boiler repairs as the Sports Club was inconvenience by the flooding. Proposed Cllr Allin, Seconded Cllr MacKenzie and agreed by the meeting.
23-147	Correspondence – Fittleworth sickness relief fund – happy with the arrangements proposed. Clerk to find out criteria for grants. Trees outside Woodlands – to bear in mind.
23-148	Chair's Announcements
23-149	Matters Raised by Councillors – CIL allocation to be discussed further.
23-150	Date of next meetings: 15 th January 2024

There being no other business the meeting concluded at 21:24

Signed:

Date: