



Fittleworth Parish Council

PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on

21st October 2024 at 7.00pm in Bradley Williams Room, Fittleworth Village Hall.

Present: Parish Councillors: Jane Claxton (Chair), Tony Broughton, Lee Scott, Kevin Mackenzie and Clive Murray.

In attendance:

Also Present: Rachel Gorvin (Clerk),

Members of public: 0

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

24-089	Apologies for absence Apologies for absence were received and accepted from Mike Allin, Robin Dunstan, Sally Tanner, Wade Houlden. County Councillor: Janet Duncton District Councillor: John Cross
24-090	Minutes of the last meeting The minutes of the meeting held on 16 th September 2024 were agreed as a true record and were signed by the Chair. Proposed: Cllr Scott, seconded Cllr Murray and agreed by the meeting.
24-091	Crime – Cllr MacKenzie went to the online meeting, attended by about 10 parishes. The Shop lifting incidences mentioned by Cllr Cross at the last FPC Full Council were not reported to the Police, so it's unclear of the detail. Playground vandalism not reported at meeting as very localised incident, but The Clerk has reported this our local PCSO who will add the playground to their patrol area. Cllr Allin is investigating the use of CCTV. In terms of the ASB within Fittleworth Parish (from 01/23-09/24), there were 7 incidents: <ul style="list-style-type: none">• 4 related to Neighbour nuisance / incidents• 1 relates to Vehicle related noise• 1 relates to solvent misuse• 1 related to rowdy / inconsiderate behaviour Next meeting 3 rd Dec.
24-092	County Councillor reports – a report was circulated prior to the meeting. Cllr Allin requested an update on School Lane resurfacing. Clerk to email Cllr Duncton to see if any date yet. Cllr Allin, via Cllr Broughton requested an update on Limbourne Lane blocked drains – Clerk to chase for progress. Please clarify on Ukraine numbers– is that figure the whole of WS or CDC.
24-093	District Councillor reports – Cllr Allin, via Cllr Broughton requested an update on Birch Court – in Cllr Cross's absence, Cllr Scott advised that the Planning Enforcement Team at CDC are pursuing this via the courts. empty homes officer - CDC
24-094	Public questions – Overgrown hedge at the bus stop on The Fleet – WSCC have advised that the hedge has not reached intervention level but the pavement at the Bus

	<p>stop has been cleared. Alley Dick drainage ditch – Cllrs Allin and Broughton to hold a site meeting with The Clerk to see if works are required.</p>
24-095	<p>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).</p>
24-096	<p>Confidential Item – renewal of leases</p>
24-097	<p>Parish Clerk Report A Report was circulated prior to the meeting. Swings on Hesworth Common to be discussed at HCMC meeting on Friday 25th October. Currently HCMC have put a notice up to say the erection of swings is not permitted. Once policy agreed, we can get a quote from insurers for cover. The meeting agreed that The Clerk should write to the DVLA to obtain the registered keeper’s details for the vehicle in Sandy Lane. Cllr Houlden’s response about The Swan Inn sign awaited but meeting agreed that FPC should ensure that the frame is structurally sound, and frame and sign insured by The Swan Inn.</p>
24-098	<p>Tree Works – The Clerk advised that if the quote to remove large oak adjacent to Sandrock is accepted, there will £130 left in the budget (All EMR have been used). Cllrs Murray will get further quotes for the Sandrock oak. The Tree overhanging the Rifle club building – the Andrew Gale Report from 2020 suggests light pruning whilst keeping the trunks under review. Cllr Allin had Advice from Henry Whitby, Tree Officer at CDC that it should be left to avoid losing the 2 trees. Cllrs asked if Henry Whitby’s advice was in writing.</p>
24-099	<p>Grounds Maintenance Contract – Cllr Murray has proposed some amendments to the current specification, and this was discussed. Cllr Scott was concerned about not cutting the hedge alongside The Fleet every year as it will grow over the pavement push pedestrians further towards the road. There was a positive response on leaving Flower margins, however some concern there would be weeds if not properly managed. The S&SC to be consulted on changes to the Recreation ground. There is an opportunity to apply for funding from beelines, up to £5000 for Wildflower plugs and bulbs. It was suggested that the verge from The Swan to Tripp Hill could be left uncut. This is Highway land, so the Clerk was asked to investigate what the WSCC regime is now. Regarding the 2 quotes received, Cllr Scott doesn’t think we are comparing like for like, so 2 companies should be asked to quote for mowing by tractor and mowing by ride on mower. Cllrs asked, if FPC adopt the modified spec what will it cost? Cllr Murray and the Clerk will review and amend the modified spec. The Clerk was asked to get a quote to wash the village gateways. It was agreed to speak to Sports Club about amending the spec before asking the 2 contractors to requote. Sandrock Oak – Cllr Murray – get another quote. Cllr Mackenzie to look at the land Registry to ensure the new fence at Sandrock is in the right place.</p>
24-100	<p>Biodiversity Policy – Adoption of a Biodiversity policy was Proposed by Cllr Murray. The meeting asked if there is a financial implication. The Meeting agreed in principle to having a policy but feel it needs a little more work to ensure we don’t agree something</p>

we can't deliver. Cllr Murray noted FPC has a legal obligation to do what they can to conserve and enhance biodiversity. There was a biodiversity survey carried out in 2015, possibly for the Neighbour plan document. Cllr Murray to review proposed policy for the next meeting.

24-101

Finance

a) Bank Mandate – for RGC. Cllrs Broughton and Claxton have completed their sections, but The Clerk has not been asked to upload a signature. The Clerk will need to visit the Nat West in Chichester to see what stage this is at now.

b) 2025-26 Budget – The Draft Budget Report was circulated prior to the meeting and discussed at length. Some amendments were requested, The Clerk will amend and recirculate the document.

c) Payments

The list of payments totalling £13770.64 was agreed in accordance with Financial Regulations.

Date	Payee	Description	Amount
FPC			
09/10/2024	WSCC	September Payroll	1,420.74
08/10/2024	Wilbar Associates	SID Movement Q3	1,008.00
01/10/2024	Cloudy IT	Sept Licences and support fee	107.52
Various	FVH	Planning Committee and HCMC Meetings	60.90
16/09/2024	SRL Renewables	Boiler Repairs	170.00
23/09/2024	SC Landscaping	Playground Repairs	390.00
17/09/2024	Moore	External Audit	504.00
21/10/2024	DVLA	Information about a vehicle request	2.50
16/10/2024	Sussex Timber	Tree Work Hesworth (Tree survey work)	4,056.00
17/10/2024	Parish Clerk	Stationery	44.98
HCMC			
30/09/2024	RHD	RPA Work (RPA Claim)	5,400.00
30/09/2024	RHD	Hesworth 1 day Digger work	540.00
BWW			
16/10/2024	Mike Allin	BWW maps	66.00
Total Approved for payment			13,770.64

24-102

Bowling Club House – Temporary cover for roof discussed and Clerk to investigate

24-103	<p>Planning</p> <p>a) <u>Planning Committee Minutes</u> The minutes for the planning committee held on 12th September 2024 and 3rd October were received and noted.</p> <p>b) <u>Planning Committee Recommendations</u> Still o/s applications for The Swan. Cllr Allin as tree warden has no objection to Fittleworth Mill tree work.</p> <p>γ)Highways and traffic update</p>
24-104	<p>Working Groups – Due to the meeting running over time, the following items were deferred to the next meeting with the exception of a brief discussion as recorded below.</p> <ul style="list-style-type: none"> a) Community Hub Working Group b) Communications Working Group c) Save The Swan Working Group d) Maintenance Working Group e) Highways & Traffic Working Group – REMOVE f) Hesworth Common Management Committee – report received on site visit. Land in front of Badgers – metal railing – this is part of Hesworth Common. No decision on action reached. g) Birchwood Walks – Thanks to Cllr Allin for the report. Cllr MacKenzie requested that saplings around the ancient oak be removed as per guidance. The request to reclassify the area by the veteran oak to BWW was referred to HCMC. h) Tree Warden - i) Footpaths j) Village Hall & Outside Bodies k) Flood Resilience Working Group l) Speed watch update.
24-105	Sports Pavilion
24-106	Correspondence – Rother Valley Way letter – Cllr’s MacKenzie and Murray to attend meeting.
24-107	Chair’s Announcements None
24-108	Matters Raised by Councillors
24-109	Date of next meetings:

Due to the time spent on items 91 to 103, all later items were deferred to next meeting. The meeting concluded at 22:00

Signed:

Date:

