



FITTLEWORTH PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 16th FEBRUARY 2009 at 7.30pm in the Pavilion Building.

Present: Dr A Poole (Chairman), Mr M Allin, Mrs H Barkworth, Mr J Barstow, Mr A Butcher, Miss J Hawkins, Mr J Mills and Mr P Stanforth.

In Attendance: Mr J Butler, Mr M Elliott and Mr P Henderson (Clerk).

17/9. To Receive and Approve Apologies for Absence: Apologies were received from Cllr. S Dipper, District Cllr. J Duncton and County Cllr. C Duncton.

18/9. Declaration of Personal or Prejudicial Interests: There were none.

19/9. Minutes of the Previous Meeting:

The minutes of the previous meeting held on 19th January 2009, and previously circulated, were accepted as a true record and signed by the Chairman. (Proposed by JM and seconded by AB).

20/9. Matters Arising from the minutes:

- a) Re 07/9(6) – It was noted in the minutes that a cheque was to be signed for a donation to Petworth Nursing Home. The Clerk omitted to make out the cheque but hoped that this would be remedied this month.
- b) Re 08/9(b5) – The annual playground inspection by ROSPA had been booked for June.
- c) Re 09/9(b) – Details of the Council's response to the floodlight proposals had been passed to Mr B Stokes.
- d) Re 11/9 – Mr Ball had been contacted re the grounds maintenance contract on 20th January. No tender had been received. Following receipt of the tender from D Flynn, AB and JM recommended that the contract should be awarded to Howards. This recommendation was put to members by email. While not all members responded, a majority were in favour of the recommendation. The contract therefore had been awarded to Howards for the next 3 years.
- e) Re 13/9 – The contract with Wizard Windows had been formally accepted and a deposit of £673.00 (gross) had been sent.
- f) Re the closing time of the January meeting – this had been changed to 9.55pm from 10.55pm.

21/9. Health and Safety:

The Clerk had previously circulated details of the current situation. Since the last meeting, inspection reports had been received for the Playground (AP) and The Triangle (JM & AB).

- JM reported that the new windows had been fitted in the Pavilion.
- The Clerk had again reminded CDC about the broken street signs.
- MA reported that the unauthorised swing on Hesworth Common would be removed on the next working day. (8th March).

22/9. Planning:

AB updated the meeting on the progress of applications being considered.

a) Ongoing Applications

1. Pitts Garden Bedham Lane Fittleworth Pulborough - Proposed amendment to extension permitted under FT/06/01328/LBC. **PC had no objections. No decision by CDC.**
2. As above – amendment to extension permitted under FT/06/01326/LBC. **PC had no objections,**
3. Tripp Hill House, Tripp Hill – Single storey ancillary building in garden of listed building. **Revised plans submitted. PC had no objections. No decision by CDC.**

b) New Applications

1. Orchard Barn – building of 3 terraced cottages. **PC Objected. No decision by CDC.**
2. Murray House – Remove existing conservatory which is beyond repair and replace with orangery with roof lantern. Installed on existing brickwork maintaining the same footprint. **PC had no Objections. No decision by CDC.**

3. Orchard House – Notification of intention to fell 1 no. Cypress, 1 no. Eucalyptus tree, 1 no. Variegated Lawson Cypress tree, 1 no. Robinia Pseudoacacia ‘Frisia tree, 1 no. Central Oak tree of 3 no.. Also pollard (hard limb removal down to the first branching of the main stem on 1 no. Ash tree. **PC had no objections. No decision by CDC.**

4. Aldermore, School Lane – Prune 30% to line of previous pruning and reduce height to clear electric power cable to Fulling Mill Cottage on 1 no. Mulberry tree subject to FT/93/00508/TPO. **PC had no objections. No decision by CDC.**

5. Crowsole Mill, Little Bognor – Reduce back to old wound points (as per permission – FT/00/01926/TPO) on 1 No. Durmast Oak (Quernus Petraea) (T1) subject to Ft/97/00510/TPO. **PC had no objections. No decision by CDC.**

6. Hazels, Lower Street – Notification of intention to fell 3 no. Leyland Cypress trees and 1 no. Oak tree. Reduce height by a third on 5 no. Leyland Cypress trees. **PC had no objections. No decision by CDC .**

23/9. Finance:

a) **It was resolved to pay the following invoices.** (Proposed by AB and seconded by JM).

1. P Henderson – Clerk’s wages and expenses for February - £332.75
2. CDC – Emptying of litter bins from 01/04/08 to 31/03/09 - £172.22 (gross).

b) **Income received since the last meeting.**

1. From Mr & Mrs N Smith – a donation of £900.00 for the purchase of two benches to be located outside the Pavilion.

c) **Updated copies of the Budget v Expenditure figures were distributed to members.**

24/9. Correspondence:

1. From West Sussex Public Partnership Forum – monthly newsletter.
2. From The Purple Bus – Evaluation Report (Autumn 2008). Taken by AP
3. From Action in Rural Sussex – Invitation to enter for the West Sussex Village of the Year Award 2009.

It was agreed that no entry should be made,

4. From CDC – a summary document for the Annual Report 2007/2008. The full report was available on CDC website – www.chichester.gov.uk/index.cfm?articleid=4744

5. From Veronica Smith – A donation of £900 from the Charitable Trust to enable the Parish Council to replace either the two broken existing benches outside the Pavilion or buy new ones and rededicate them. The benches are to be big enough to seat 3 people. **AP agreed to liaise with Mrs Smith.**

6. From Action in Rural Sussex – February newsletter

7. The Clerk had forwarded an email to members received from CDC regarding a Consultation on Proposed Dog Control Orders. As responses were required by 12th March (before the next PC Meeting) **it was agreed that the Clerk should contact CDC** to inform them that the Parish Council did not wish to change any of the suggestions. If it were possible to add suggestions, the Clerk was instructed to mention the Recreation ground and also Alley Dick. **Clerk to Action.**

25/9. Reports:

a) Hemsworth Common/Birchwalks Woods

- MA reported that the meeting on 17th February had been cancelled.
- The next working day had been planned for 8th March.

b) Sports Clubs Association

- There was nothing to report.

c) Maintenance

- JM reported that the installation of the windows in the Pavilion was almost complete.
- JM had repaired a broken drain pipe on the Pavilion caused by youths climbing onto the roof to retrieve a ball.
- The replacement of benches was still under review. Catalogues, in the possession of PS, were to be passed to AP.
- JH reported that flooding had occurred outside the main entrance to the Pavilion. **MA & JM to Action.**
- The Chairman, on behalf of the Council, thanked MA & JM for supervising repairs.

d) Village Hall & Outside Bodies.

- Mr Elliott reported that revenue amounts were increasing due to new clubs and private bookings. The 100 club was also proving a success.

- The electrical system had been upgraded and the stage system was being reviewed.
 - The committee were looking at the possibility of erecting bollards outside the front doors to prevent future accidents and increase security.
 - Discussions were ongoing with the school concerning the use of facilities during the building programme.
 - AP reported that the Annual Meeting with Parishes had taken place on 3rd February, attended also by PS. Notes on the meeting had been circulated to members. AP highlighted the 'District Watch' initiative introduced by Lloyd Harris. **It was agreed that JB take on the role of 'Champion of the Parish'** in order to monitor vandalism etc. He is to liaise with Mr Harris.
 - A CDALC meeting is scheduled for 25th February at Northchapel Village Hall at 7.30pm.
- e) Communications Working Party
- PS reported that the next meeting would take place on 25th February. The major items on the agenda would be the Community Action Chest and the Parish Magazine.
- f) Community Involvement Working Party
- JH reported that no meeting was imminent but that a meeting of the Fete organisers was scheduled for 23rd February at 7.30pm in the school.
- g) Youth Working Party
- HB reported that, according to the District Commissioner, there was no question of the cubs closing.
- h) Traffic Working Party
- AP had circulated notes of a meeting that had taken place on 2nd February.
 - He noted that the footpath widening on Lower street had been put back to 20011-12. The working group had decided to find out whether the work could be done more cheaply by alternative contractors.
 - The consultation process re the school safety zone had still not begun.
 - The meeting between S Johnson (WSSC) and AP and HB had centred on Health and Safety issues and drainage.
 - Mr Johnson suggested it would be worthwhile to lodge long term plans for Lower Street and the Swan Inn areas with WSSC.
- i) Planning Working Party.
- PS reported that Sebastian Anstruther had been invited to the next meeting on 19th March.
 - A meeting with Sam Irving from CDC had been arranged for 18th February to discuss H9 sites.

26/9. Community Action Chest:

- **It was agreed that the topic be placed on the March Agenda.**
- AP reported that the March edition of the Parish Magazine would still be produced by Stephen Waters. However, it would be more community based rather than purely a church magazine.
- Future editions would be the responsibility of a committee of volunteers.
- Members were invited to circulate their ideas regarding Community Action Chest funding before the next meeting.

27/9. Items for Inclusion on the Next Agenda:

- a) Parish Council Website.
- b) New Benches around the Village.
- c) Community Action Chest.
- d) New Sign for the Pavilion.
- e) Clarification of the boundary between the Village Hall and The Pavilion.

28/9. It was agreed that the next meeting would take place at 7.30pm on 16th March 2009 in the Pavilion Building.

The meeting closed at 9,00pm.

P Henderson
18/02/09.