



FITTLEWORTH PARISH COUNCIL

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

Present: Mr P Stanforth (Chairman), Mr M Allin, Mrs H Barkworth, Mr J Barstow, Mr A Butcher, Mrs S Dipper, Mr J Mills, and Dr A Poole (from 8.40pm).

In Attendance: Cllr J Duncton (CDC), Mr J Butler, Nancy Allan and Mr P Henderson (Clerk).

142/9. To Receive and Approve Apologies for Absence: Apologies were received and accepted from Miss J Hawkins and Cllr. C Duncton (WSCC).

143/9. Declaration of Personal and Prejudicial Interest: There were none.

144/9. Minutes of the Previous Meeting:

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

145/9. Matters Arising from the Minutes:

Re 134/9(b) – The Clerk had written to the Sports Association on 20th October concerning the possibility of a Council member being co-opted onto the committee or if not, that a report be made available to monthly PC meetings.

Re 130/9 – A manufacturer of spare parts for the playground had been located and a replacement dome ordered at a cost of £10.12. The Clerk could not guarantee that it would be exactly the same as the original.

Re 138/9 – It had been confirmed from previous Council Minutes that the planning application in 1996 to build the machine store and bottle store at the back of the Pavilion had been made in the name of the Parish Council.

Re 139/9 – BT telephone box – A request to purchase the box had been placed with BT but no acknowledgement had been received. BT does not have a problem with selling on the box but suggested that CDC may block the request as they were in support of the adoption scheme on the understanding that the boxes would be retained. The Clerk had requested CDC to clarify their position. The reply had been emailed to members.

146/9. 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 and AB).

- The Clerk had ordered a replacement dome for the small slide complex.
- The shackles on the small swings had yet to be lubricated.
- The large swing fixings had been tightened by AP.
- A tree branch was overhanging the car park at Hesworth – **MA to Action.**
- The Clerk was asked to contact the insurance company to ask for advice concerning disclaimer signs in the car park. **Clerk to Action.**

147/9. Planning:

a) Ongoing Applications

1. 5 Coates Castle – Relocation of domestic heating oil tank within the curtilage of a listed building. **PC has No Objection but record that the eaves will require cladding in accordance with section 4 of Appendix A. PERMIT.**

2. Fittleworth Recreation Ground – Erection of 1 no. Floodlight post to illuminate the area used for football training sessions one evening a week from 6.30pm to 9.30pm. **PC has No Objections. PERMIT**

3. Woodend, Lower Street – Notification to reduce crowns by 33% on 5 no. Sycamore Trees. **PC has No Objections. NO TPO TO BE PREPARED.**

4. Applejacks, The Fleet – Two storey side extension. **PC has no objections. PERMIT**

5. Woodend, Lower Street – Notice of intention to crown lift (4m) and thin (20%) 1 no. Birch tree (T1). Fell 1 no. Norway Maple (T2) and 1 no. English Elm (T3). **PC has no objections. No TPO to be Prepared.**

6. 12 The Gardens – Prune back to previous growth (last years) height and width on 1 no. Leyland Cypress hedge within area 1 subject to FT/71/00495/TPO. **PC has NO OBJECTIONS. PERMIT**

7. Catercross Cottage, Bedham Lane – Erect new garage extension and demolish existing garage. **PC has No Objections.**

8. Knoll Bungalow, Sandy Lane – Two storey extension to side. **PC Object to the application.**

b)New Applications

1. 7 Egdean Cottages, Egdean – Erection of fence along existing boundary, removal of part of wall to widen access. **PC has No Objections**

2. Church End, Upper Street – Notification of intention to fell 1 no. Beech tree. **PC has No Objections.**

148/9. Finance:

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

1. M Allin – Celebration Lunch for Hesworth Volunteers - £78.00

2. Clerk's wages and expenses for November - £345.98, plus back pay from April to October - £92.62. Total -£438.60.

3. Olley'swood Joinery – Supply and fit new glass extension to the notice board - £373.75 (gross)

4. Howards – Grass maintenance contract for October - £462.88

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

1. Fittleworth Bowling Club – Net amount to cover payment of new windows etc. - £573.26.

2. Rural Payment Agency – Hesworth Common Grant - £496.50.

3. Olley'swood Joinery – Overcharge on invoice noted in (3) above - £28.67.

c) **Transfer of Funds**

The Clerk requested permission to transfer the sum of £496.50 (see Rural Payment Agency above) from the current account to the Bonus Savers Account. Permission was given.

d) **Income v Expenditure**

An updated version was distributed to members.

e) **Internal Audit**

The Clerk reported that the internal audit for the period April to September 2009 had been carried out by Peter Evans. His invoice and report had not yet been received.

149/9. Correspondence:

a) **By email**

1. From Enterprise Inns – confirmation that the Swan Sign and the frame are the property of the company and are insured accordingly.

2. From Christopher Donne – Informing the Council that the eastern ditch was again blocked with leaves. He requested to be informed of the date of the annual working party. **Clerk to Action.**

3. From CDC – Re BT Box. CDC would prefer that we held onto the Box until after 2011 to see what the National Park would like to do.

b) **Other Correspondence**

1. From West Sussex Rural Mobile Trust – Chairman's Report together with a request for a contribution towards the Purple Bus. It was proposed by SD and seconded by JM that the £50.00 allocated in the 2009/2010 budget should be forwarded to the Trust. **Clerk to Action.**

2. From Action in Rural Sussex – October Newsletter. This was taken by MA.

3. From Sussex County Playing Fields Association – copy of the Annual Report and an invitation to the AGM at Haywards Heath on 18th November. Also a request for a Donation of £15.00.

4. From Mrs A Townend (phone call on 31st October) – a complaint about the noise and disturbance from a private party in the Pavilion the night before. Excessive underage drinking and youths congregating in the dugouts. She was asked by the Clerk to put her complaints in writing but nothing had been received. The Clerk was later advised by JH that the party was in the Village Hall and not in the Pavilion and that the police had attended. **AP to inform the Village Hall Committee.**

5. From Cowdray Farm Shop – an invitation to the opening on 26th November at 6pm and to join Lord & Lady Cowdray for canapés with local wines & juices. The invitation was circulated and retained by JB.

6. From Fittleworth Sports Clubs Association – Reply to the Clerk’s letter of 20th October. The Clerk was requested to write back and confirm that a monthly report from the Association would be welcomed. **Clerk to Action.**
7. From South Downs Joint Committee – 2008/2009 Annual Review. Taken by MA.

150/9. Reports

- a) Hesworth Common/Birchwalks Woods
 - The next management meeting had been arranged for 12th February and the next working day for either the 21st or 28th February.
 - MA read out a reply from the management committee to an article in the Village Magazine from ‘The Hornet’. The letter is to be published in the Village Magazine.
- b) Sports Clubs Association
 - No report was available.
- c) Maintenance
 - JM reported that repairs to the guttering around the Pavilion would be made as soon as the weather permits.
- d) Village Hall and Outside Bodies
 - No report was available in the absence of AP.
- e) Communications
 - The Clerk was asked by MA to report on the number of hits received by the website. **Clerk to Action.**
- f) Community Involvement

The Clerk read out a report received from JH.

- It was recommended that the Community and Youth working parties be merged but still be under the chairmanship of SD and JH. This was agreed.
- The annual bonfire and fireworks display had raised about £1400 for the school.
- The welcome pack, hopefully, would be ready by January.

g) Youth

- There was nothing to report.

h) Traffic

A report of a meeting held on 9th November had previously been circulated to members by AP. It included;

- An update on developments since February.
- Implications of the Horncroft Development.
- Possible need for a public presentation of traffic developments.

i) Planning

- PS reported that a meeting had been held last Wednesday but that no notes were available.
- It was proposed by JM and seconded by MA that Sebastian Anstruther be invited to the January meeting to talk about certain infill development proposals. The proposal was unanimously approved.

Clerk to Action.

j) Crime Prevention

- JB reported that a follow up meeting had been arranged with Graham Nunn (CDC).
- An article on fly tipping and litter was to be submitted to the Village Magazine by JB.

151/9. Tidiness of the Village:

It was agreed that the subject be included on the January Agenda.

152/9. Proposed Sand Quarrying at Horncroft:

- JM and AB informed the meeting that they wished to be disassociated with both the articles that had been sent to the Village Magazine and also the letter that had been sent to WSCC on 11th November. Both members claimed that the items had been formulated too quickly and that members had not been given sufficient time to consider the content adequately and make their comments felt before being submitted.
- JM requested that no more ‘deadline beating articles’ would be submitted before a full discussion had taken place.
- AP explained that he felt it was important to register an opinion with WSCC before the deadline of the 11th November rather than say nothing at all. He apologised for the haste.

- AP also explained that the article intended for the Village Magazine could still be stopped and the format changed.
- It was agreed that AP would liaise with JM and AB concerning the new version and that it would be circulated to members for consultation by Wednesday 18th November. **AP to Action.**
- MA suggested that a public meeting be organised following the submission of the planning application.
- AP suggested that a questionnaire be circulated to villagers at a later date.

153/9. The Swan Sign:

The Clerk confirmed that following correspondence with Enterprise Inns, it had been established that the Swan Sign and the framework located above the Swan Arch were owned by the company and were included on their insurance policy. A copy of the Insurance Schedule had been forwarded to the Clerk for the Parish Council records. The Clerk was asked to write to Paul Warriner at the Swan in order to thank him for his cooperation and assistance. **Clerk to Action.**

154/9. Ownership of the Pavilion Extension:

- AB informed the meeting that because the Parish Council had applied for planning permission in 1996, this did not imply ownership of the extension.
- JM reported that an estimated £3000 worth of work may have to be done.
- AB suggested that the roof and the interior ought to be inspected. **PS to Action.**
- PS proposed that the Council agree in principle to ownership of the extension. This was seconded by MA and unanimously agreed.

155/9. The Sports Association Lease:

PS reported that meetings were ongoing and that progress was being made.

156/9. The BT Telephone Kiosk:

- The Clerk reported that arrangements for the purchase of the kiosk from BT for £1.00 had been set in motion
- Although CDC would prefer the Parish Council to wait until April 2011 before selling on the box, they could not stop any future sale.
- It was agreed that the decision taken at the October meeting to proceed with the purchase should stand.

157/9. Items for Inclusion on the Next Agenda in January 2010:

1. Tidiness of the Village.
2. Sand Quarry at Horncroft.
3. Sports Association Lease.

158/9. It was agreed that the next meeting of the Parish Council would be devoted to formulating a budget for 2010/2011 and would take place on 21st December 2009.

The meeting closed at 9.15pm.

P Henderson
17-11-09.