



FITTLEWORTH PARISH COUNCIL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19th OCTOBER 2009 at 7.30pm in the Pavilion Building.

Present: Dr A Poole, Mr M Allin, Mrs H Barkworth, Mr A Butcher, Mrs S Dipper, Miss J Hawkins, Mr J Mills and Mr P Stanforth.

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

126/9. To Receive and Approve Apologies for Absence: Apologies were received and accepted from Mr J Barstow.

127/9. Declaration of Personal and Prejudicial Interest: There were none.

128/9. Minutes of the Previous Meeting:

The minutes of the previous meeting held on 21st September 2009, and previously circulated, were accepted as a true record of the meeting (following the correction of a spelling error in 114/9b)3) and signed by the Chairman. (Proposed by JM and seconded by AB).

129/9. Matters Arising from the Minutes:

Re 113/9 – A letter of thanks had been sent to Mr L Mann for his time and effort in cleaning up the bench in the Centenary Garden.

Re 115/9 (d) – The ‘anticipated expenditure’ column on the Budget v Expenditure sheet had been completed.

Re 116/9(1) – Two copies of the CDC Local Development Framework – Draft Statement of Community Involvement had been purchased at a cost of £6.00.

Re 112/9(101/9(3) – The article submitted to the Village Magazine by AP had again not been printed.

Re 122/9 – Suitable chestnut fencing for Alley Dick was not available. Hazard tape had been erected as a temporary measure.

130/9. 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).

- It had been definitely established that Universal Play had gone out of business. The small dome still needed to be replaced and the source of future spare parts needed to be established. **Clerk to Action.**
- AP had repaired the large swing fixings and agreed to lubricate the rusty shackles. **AP to Action.**
- MA assured the meeting that the overhanging tree in Birchwalks was not a hazard.
- The stolen beaters from Hesworth are to be replaced in the spring.
- It was agreed that no action was necessary regarding the swing.

131/9. Planning:

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

a) Ongoing Applications

1. 5 Coates Castle – Relocation of domestic heating oil tank within the curtilage of a listed building. **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. No Decision yet by CDC.**
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. No decision yet by CDC.**

b) New Applications

1. 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 decision yet by CDC.**
2. 12 The Gardens – Prime 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. No decision yet by CDC.**
3. Catercross Cottage, Bedham Lane – Erect new garage extension and demolish existing garage. **PC considering the application.**
4. Knoll Bungalow, Sandy Lane – Two storey extension to side. **PC considering the application.**

132/9. Finance:

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

1. M Allin – Materials for the notice board extension - £32.98
2. Petworth & District Community Association – contribution towards the skateboard park on 9th August - £50.00.
3. A Poole – Expenses incurred for the Quality Council presentation - £31.42.
4. Howards – Grass maintenance contract for September - £462.50
5. Action in Rural Sussex – Annual membership fee - £40.00.
6. P Henderson – Clerk’s wages and expenses for October 2009 - £332.43.
7. Revenue & Customs – Tax deducted for the period July to September 2009 - £225.57.
8. Wizard Windows – Supply & fitting of new windows and fascias to Bowls Club - £659.25. (the arrangement with the Club is that they will pay the net amount of £573.26 and PC will reclaim the VAT).

b) Income received since the last meeting

1. CDC – Second instalment of the Precept- £7750.00.
2. Scottish & Southern Energy – Wayleave payment - £85.08.

c) Budget v Expenditure

Up to date copies were distributed to the meeting by the Clerk. PS proposed that the anticipated expenditure on solicitor’s fees be increased from £600.00 to £1100.00. This was agreed.

d) 2009/2010 National salary Award for Local Council Clerks.

Details of the award had been previously circulated to members.

133/9. Correspondence:

Correspondence received since September 21st.

a) By email

1. From The South Downs Establishment Team – National Park update. (11/10/09)

b) Other Correspondence

1. From Citizens Advice Bureau – notification of organisational arrangements.
2. From Action in Rural Sussex – Annual General Meeting on 6th November at Ardingly – Programme of Events.
3. From CDC – A newsletter updating residents on the key proposals to be considered in an effort to save £3 million.

134/9. Reports:

a) Hesworth Common/Birchwalks Woods

- A management meeting had taken place on 8th October and a working day on 11th October.
- Those involved on 11th had held a small celebration to mark the 30th anniversary of the purchase of the Common.
- The next management meeting had been arranged for 12th February 2010 and the next working day for 21st or 28th February 2010.
- It was resolved that the bill for celebrations of £78.00 should be paid for out of the Hesworth Common budget. (proposed by JM and seconded by JH).

b) Sports Clubs Association

Since the resignation of JH from the committee, little information was reaching the Parish Council regarding the Association. It was proposed that the Clerk write to the Association and request that either a PC member be co-opted onto the committee or that a report be made available to Parish Council monthly meetings. **Clerk to Action.**

c) Maintenance

- The extension to the notice board had been completed by MA and JM and the keys handed over to the Clerk.

d) Village Hall and Outside Bodies

- AP reported that a meeting had taken place on 1st October. The income from the hire of the hall was just about covering management costs. The situation would improve as the School were using the hall on a daily basis.
- It was hoped to go ahead with the installation of stage lighting.
- It was proposed that plans should be drawn up to indicate the precise division between the village hall and the Pavilion. Once the plans were completed they would be presented to the Parish Council for approval.

e) Communications

- PS reported that there had been no meeting recently.

f

Community Involvement

- JH reported that a meeting was planned to take place before the next PC meeting when the 'Welcome Pack' would be discussed.
 - g) Youth
- SD reported that no group meeting had taken place recently.
- The Free Church was now running a Youth Club.
- As Halloween and the firework season were approaching, the PCSO had visited the School to talk to the children.
- SD was to investigate the possibility of the Purple Bus returning.
- SD suggested that in future it might be possible to integrate the Youth and Community working groups.
 - h) Traffic
- AP reported that a meeting would take place in the next month or two.
- Steve Johnson at WSCC had been contacted by AP regarding the road surface of the B 2138. He has agreed that 'uneven road' signs should be erected. Unfortunately there is no budget to reconstruct the road.
 - i) Planning
- PS reported that the working party had met with a local land owner to determine the availability of infill sites suitable for social housing. A report is anticipated within the next month.
 - j) Crime Prevention
- AP reported that we now have PC Steve McNally taking a special interest in the area.

135/9. 2009/2010 National Salary Award for Local Council Clerks:

It was unanimously agreed that the salary scales be adopted. It was also unanimously agreed that the Clerk be awarded a further increment in recognition of his work throughout the year. In effect this moved the Clerk to Spinal Column Point 24 on an hourly rate of £10.841p.

136/9. Youth Shelter and Youth Provision:

SD reported that the children did not seem to be excited by the idea of a youth shelter even though the scheme was popular with parents. It was suggested that year 6 pupils at the School be introduced to the idea.

137/9. The Swan Sign:

- The landlord of the Swan had contacted Enterprise Inns suggesting that they take responsibility for the sign and the frame. He is awaiting their response.
- He is also attempting to obtain a contact name at the brewery for the benefit of the Parish Council.

138/9. The Sports Association Lease:

- PS had recently met with Mark Rapson in order to discuss the new lease.
- Eleven items were proposed by PS to which the Association has now replied.
- It is alleged that the sheds at the back of the Pavilion, although built by the Association, were transferred to the ownership of the Parish Council. This has yet to be confirmed. **Clerk to Action.**

139/9. Telephone Kiosk:

- An explanation regarding the purchase of the kiosk outside the village hall is to appear in the Village Magazine and also on the website.
- It was unanimously resolved that the Parish Council contact BT and arrange the purchase of the kiosk for the sum of £1.00. **Clerk to Action.**

140/9. Items for Inclusion on the Next Agenda:

1. The Sports Association Lease.
2. The Swan Sign.
3. Tidiness of the Village.

141/9. It was agreed that the next meeting would take place at 7.30pm on Monday 16th November 2009 in the Pavilion Building.

The meeting closed at 9.20pm

P Henderson 20-10-09

