



Fittleworth Parish Council

Minutes of the Parish Council Meeting held on 19th September 2011 at 7.30pm in the Pavilion Building.

- Present:** Mike Allin (MA), Sarah Barstow (SB), Lucia Dean Taylor (LDT), Mark Saunders (MS), Chris Welfare (CW) (Chairman)
- In Attendance:** Cllr Janet Duncton (CDC), Cllr Chris Duncton (WSCC), Gloria King (Clerk)
- Apologies:** John Barstow (JB), Pat Deeble (PD), Paul Stanforth (PaS), Peter Stenning (PeS)
- Members of public:** 9 (Tess Atley, John Butler, Mike Elliott, Ines Garcia, Patrick Scott, Bernie Spiegelhalter, Ron Thatcher, Angie Townsend, Keith Townsend)

The Chairman opened the meeting at 7.30pm and welcomed all in attendance.

Action by

1. Public Questions

The meeting was well attended by members of the public who were concerned about the current youth problems in the village. There was lively debate. A summary of the points raised is as follows:

- An all-weather shelter with lighting should be provided – location still up for discussion but it was generally felt that nearer the road would be better as it is more open.
- Vandalism is occurring on a regular basis in and around the dugouts along the recreation ground in the early hours of the morning. This includes damage to residents' property, noise and unacceptable levels of rubbish being left behind.
- The playground and bus shelter are also being vandalised.
- It seems that most of the problems are with youngsters from Coldwaltham / Pulborough coming to Fittleworth with their cars. It was generally agreed that local children were not causing the problems.
- Problems with aggressive behaviour and alcohol.
- The lack of visible community police officers.
- The Village Hall has also encountered problems and reported incidents to the police.
- It was felt that the dug-outs were causing a problem as they are always there in a very dark part of the recreation ground. It was requested that the Sports & Social Club remove them and use pop-up gazebos instead.
- Requests for a youth club to be set up - there are already 4-5 parents / villagers ready to volunteer their help.
- Concern that nothing has been done for the youngsters in this village for so long.
- It was agreed that all incidents should be reported to the police and that reference numbers be obtained at the time of reporting so that the police will know it is an on-going problem. Chris Duncton said that vandalism in Fittleworth had not been brought up at the Police Committee Meetings he attends. It was also agreed to put the police contact details in the next edition of the village magazine.

CW

CW thanked everyone for coming and putting forward their ideas. He stated that all these points would be looked at by the Youth Group who would be reporting later in the meeting.

Youth Group

Angie Townsend also asked whether the trees near her property, which are on Parish Council land, could be pruned as they are causing problems to delivery lorries and could bring down cables. MS to investigate.

MS

2. District and County Councillors' Reports

Janet Duncton (CDC)

- JD reiterated to the meeting her interest in youth issues and has experience of handling both youth and vandalism problems. She stated that the Community Police Officers in Coldwaltham and Pulborough should be dealing with this issue as well.
- She mentioned that parish councils should be looking at doing a Neighbourhood Plan which gives parishes the chance to say what developments they would like to see in their area, but that these would a) have to be in line with District plans and b) approved by a referendum.
- Localism Bill not likely to be in place before December.
- The recent National Park meeting she had attended was encouraging.
- Sunday car parking charges are likely to be introduced in Chichester.
- MA raised concerns about the ratio of affordable housing against private housing. JD said there are figures but she did not have them to hand.

Chris Duncton (WSCC)

- CD explained that County Local Committees (CLCs) have been set up specifically to look at local issues. He sits on the North Chichester committee which covers Fittleworth. The next meeting is on 27th September at Loxwood Primary School.
- Winter Management Plan – CD mentioned that there are spreaders available that can disperse salt more efficiently than by hand. Traffic Group to look into.
- A new energy recovering plant has been established at Ford that chemically treats waste with inert compost as an end product.
- CD confirmed that work has not yet started past Tripp Hill.
- Highways reorganisation – all areas have now been assigned specific highways officers to build better relationships with local communities and understand their requirements.

Traffic

3. Apologies for absence

Apologies were received from John Barstow, Pat Deeble, Paul Stanforth and Peter Stenning.

CW told the meeting that he had just received Paul Stanforth's resignation and expressed his thanks that Paul had agreed to stay on for 5 months during the transition period which was much appreciated and understood that he now wanted to stand down. The Clerk is now in the process of advertising for a new Parish Councillor.

Clerk

4. Declaration of personal or prejudicial interest

There were none.

5. Minutes of the last meeting and matters arising

The minutes of the meeting held on 18th July were approved as a correct record and signed by CW, with the following amendments:

2. Chris Duncton report, 2nd bullet point.

The number of fatalities on the road in West Sussex were 13 in the last quarter, not in June. Clerk to amend.

Clerk

13. Working Group Reports

e) Traffic

LDT would like it to be minuted that she has already produced a list of key traffic contacts. (received after the last meeting)

There were no further matters arising.

6. Update on on-going matters

a) Diamond Jubilee Celebrations

Carolann Townsend is having a meeting on 26th September to discuss the village fete and would like a member of the Parish Council to be on the

committee. It was agreed that LDT should be the representative as she is already on the committee. The Parish Council has also been asked to consider having a table/stall at the fete – to be discussed nearer the time.

Clerk

b) *Playground Suppliers – Climbing wall repairs*

The clerk has provided a list of suitable suppliers to PeS, who is on holiday. PeS to report back next month.

PeS

c) *Repair to footpath sign by Scout Hut*

MA confirmed this had been done.

Rifle Club house painting

d) MA to provide the Clerk with Mr Ide's telephone number so he can be contacted.

MA/Clerk

e) *Condition of stiles (Fitzleroi Farm)*

MS has repaired them.

f) *Dumping of waste*

CW reported that the dumping of waste in Alley Dick is not a serious problem at the moment.

MA requested that a letter be written to David Evans at Sandrocks requesting that he should not be dumping waste on Hesworth Common land. MA to draft a letter and forward to clerk to send.

MA/Clerk

g) *Parish online*

None of the councillors present had been able to test this package and it was agreed not to pursue at this point in time.

h) *Neighbourhood planning letter from Janet Duncton*

The Clerk circulated to all.

7. Items for discussion

a) *Bad Weather / Winter Management Plan*

- PD/CW put forward suggested locations for salt bags to be sited:
2 in Bedham Lane (island in the middle of the triangle and just past the fork), 1 in Limbourne Lane (just before the righthand fork), 2 in Sandy Lane (top and bottom) and 2 in School Lane (top and bottom)
- A request will also be made for School Lane to be gritted and sanded.
- MA said the positioning for Limbourne Lane was wrong and would be better at the fork for the junction with the A283.
- MS said that siting the bag on the triangle itself could be dangerous and it should be moved further along.
- The proposals have to be in by 1st October. All Councillors to review the plan and submit any further comments to CW by 24th September.
- More bags of salt could be requested if necessary.
- CW to look into sites for Coates and Little Bognor as well.

ALL

CW

b) *Youth Provision*

- MS had two meetings this week – one with Jon Edgar and one with Hyde Martlett. PeS has also produced a proposed plan for a youth shelter which MS requested by copied to all. Clerk to action.
- MS said the area at the back of the Village Hall is not deemed suitable for the development of a shelter as it is too dark.
- There is a safety issue – many of the youths are hanging around at the bus shelter and could easily push each other into the road – it is vital that they have somewhere to go other than the bus shelter.
- The children hang around at the playground because they feel safe there – it's where they grew up.
- One problem is that the older children don't want to be organised.
- A youth shelter on its own won't solve the vandalism problem but it is a start and we have to do something.
- The setting up of a youth club during the winter months (Sep-Mar) in the sports pavilion using volunteers to help organise/supervise and the possibility of organising trips out of the village (part funded by the Parish Council and fundraising by the children) were also discussed.
- The Community Police Officer must be involved and the children must be asked what they would like to see.

Clerk

Youth Group

- The Purple Bus is well used.
- MA pointed out that the village used to have a youth club but the youngsters terrorised the youth leader who then resigned. The site is now used by the Playgroup.
- Hyde Martlett has promised a donation of £1K.
- It was agreed that a letter would be written to Mike Stanbridge requesting that the Sports Association take down the dugouts.
- LDT queried the existence of a youth fund. MA said he could only think that money could have been raised for a skate park that never happened.
- LDT said that Mark Rapson thought the Sports Association would be amenable to the facilities (pool and darts, soft drinks) being used by the children between 7-9pm.
- Chris Duncton mentioned that the CLC has money available in its Village Projects Fund and that we should consider applying to the for part funding. Youth Group to pursue.
- It was suggested that villagers and the children could help to build a shelter.
- MS proposed that the bus shelter be made lighter and less enclosed by using perspex on the upper section. MA thought the shelter was too old to do that.

The Youth Group to continue their discussions and develop a full proposal for the October meeting with a view to providing costings in time for the Finance meeting in November.

Youth Group

c) **Village Shop**

CW reported that the shop is now on the market and that he had written a sharp letter to the executors via the solicitors expressing his concern that it was being marketed as building rather than a shop. The solicitors replied saying that the executor has an obligation to raise as much money for the estate as possible. There have been no offers as yet but people are interested – and there have been enquiries as to how to reinstate the post office. It is a commercial property sale and the Parish Council has no powers to intervene.

d) **Recreation Ground – damage and maintenance contract review**

- There have been problems with our grass-cutting suppliers, Howards, who have damaged the football pitch by cutting the grass when it was wet. The Football Association are now looking for compensation for the £120 they have had to spend on grass seed. CW to take up the issue with Howards, whose 3-year contract is due to expire in October.
- It was agreed that as Howards has been used for many years, we would go out to tender this year. The Clerk to find other suitable suppliers. LDT to provide details of who the school uses. CW/Clerk to pursue and report back next month.

CW

CW/Clerk

e) **Photographic Competition**

MS has volunteered to run the photographic competition which the previous council had set up. The proposal would see a quarterly competition with winners being announced at both the Flower Show and the Horticultural Society Show, and would be open to the whole village. The photos would be used on the website. MS to write up his ideas and send to the clerk for distribution. A final approval will be made at the next meeting.

MS/Clerk

8. Planning – Status of recent applications

<i>Application No</i>	<i>Application and Reason</i>
FT/11/03849/TPANP NEW	Mr Tony Riley, Bramblings 9A The Gardens Fittleworth Reducing height of trees PC: Decision pending

FT/11/03504/LBCNP NEW	Mrs T Arden, Daymens, Wakestone Lane, Bedham, Fittleworth Proposed oak frame glazed extension to existing studio. Listed building application. PC: Decision pending
FT/11/03505/DOMNP IN PROGRESS	Mrs T Arden, Daymens, Wakestone Lane, Bedham, Fittleworth Proposed oak frame glazed extension to existing studio. PC: No objections CDC: Decision pending
FT/11/03381/DOMNP IN PROGRESS	Mrs A Crossley, Copse Cottage, Tripp Hill, Fittleworth, Pulborough Conservatory to south elevation. PC: No objections CDC: Decision pending
FT/11/03435/TCANP IN PROGRESS	Mr T Grant, Fulling Mill Cottage, School Lane, Fittleworth, Pulborough Tree felling. PC: No objections CDC: Decision pending
FT/11/02986/FULNP IN PROGRESS	Mr Adam Fuss, Mants, Wakestone Lane, Bedham, Fittleworth Re-siting of approved single storey oak framed building for use as studio (previous consent FT/09/02547/DOM). PC: No objections CDC: Decision pending
FT/11/01938/DOMNP CDC DECISION	Mr And Mrs Nordin, St Marys Cottage St Marys Drive Single storey extension to replace existing conservatory PC: Object CDC: Permit
FT/11/02143/DOMNP CDC DECISION	Mr & Mrs Luke Staveley-Wadham Hesworth Lodge, St Marys Drive Proposed single storey extension to rear and side to replace earlier extension and renovation of existing building. Substitute plan. PC: Object CDC: Permit
FT/11/02103/PLDNP CDC DECISION	Ms S J McDonald Cullum, Lower Street Replace existing concrete roof tiles with natural slate. PC: No objections CDC: Permit
FT/11/02561/DOMNP CDC DECISION	Mr and Mrs Paul Billingham Hoghurst, Wakestone Lane, Bedham, Fittleworth. Demolition of existing outbuilding and erection of extension to dwelling. PC: Object CDC: Refuse
FT/11/01941/LBCNP CDC DECISION	Mr and Mrs Nordin St Marys Cottage, St Marys Drive, Fittleworth, Single storey extension to replace existing conservatory to south-west elevation. This is the listed building application to go with FT/11/01938/DOMNP, currently in progress. PC: No objections CDC: Permit

9. Correspondence

The Clerk has given councillors a full list of correspondence received since the last meeting. Actions to be taken:

- *Charities Commission* – the Annual Return for the Recreation Ground is now due – Clerk to action.
- *Brian Greig, tree pathologist* – is looking for information regarding 2 large beech trees that were felled in the village a few years ago. MA to contact him with dates.
- *Highways* – Traffic Group to discuss the main priorities for the village. Clerk to arrange a meeting with our local Highways Officer.

Clerk

MA

Traffic / Clerk

10. Finance

a) *Payment of invoices*

The following invoices were received in August and have been paid:

Mazars	Annual external audit fee	£162.00
Howards Garden & Leisure	Grass maintenance for May	£494.62
Howards Garden & Leisure	Grass maintenance for July	£494.62
WSCC	Clerk's payment June and July	£707.06
SALC	New councillors courses and guides	£126.22

The following invoices/expenses have been received in September and require payment:

Howards Garden & Leisure	Grass maintenance for August	£494.62
WSCC	Clerk's payment for August + admin costs	£410.07
Clerk	Expenses for August and September	£127.22
		Total: £3,016.43

b) *Income and expenditure*

The Clerk reported a current account balance of £12,273.34 @ 16.09.11, with £9,856.62 in the reserve account and £5,268.90 in the Birchwalks Woods account. The Clerk also circulated a budget v expenditure spreadsheet for 2011-2012.

c) *Other financial issues*

- As agreed at the last meeting, the Clerk has transferred £2K from the reserve account into the current account. It was also agreed that now that the second half of the precept has been received, a further £6K should be transferred back into the reserve account. Clerk to action. **Clerk**
- LDT questioned whether we could get a better interest rate than the 0.5% we are currently getting at NatWest. Clerk to investigate other options. **Clerk**
- Paul Stanforth to be removed from the list of signatories. Clerk to action. It was agreed that 3 signatories are sufficient (Mike Allin, Pat Deeble and Chris Welfare being the others). **Clerk**
- The Fete Committee has asked the Parish Council whether they would consider paying for the public liability insurance and road closures during the procession for the Queen's Diamond Jubilee celebrations. This was agreed in principle, but the Clerk to check our current insurance policy to see what we are covered for or how much this would cost to add on. **Clerk**

11. Health & Safety Issues

On-going

- Damaged bench on recreation ground
This has been demolished.
- Chestnut fencing over bowling green
MA still to do. **MA**
- Damaged drain cover culvert, Lower Street
Has had bollards and a warning sign around it for 6 weeks. Clerk has chased Highways to see when the repairs might be done.
- Blocked drain on Lower Street
No significant rain in order to tell if fixed.

New

- Low branch on Alley Dick blocking the path. SB to show CW where it is. CW to action. **CW**
- There is a hole in the path at the side of the school, past the telephone exchange where land has fallen away. PeS and MA to investigate. **PeS/MA**

12. Working Group Reports

- a) **Communications/Community/Youth (CCY)** – The Youth report was covered in 7b). MS reported that he has been redeveloping the Parish Council website. He aims to photograph all groups/societies, update their entries and develop a monthly events page and a links page. **CCY**
- b) **Crime Prevention** – Next meeting in October.
- c) **Hesworth Common/Birchwalks Wood**
At the last working party on 21st August there were 4 villagers and 5 Worthing volunteers. The next working party is on 6th November, 10am at the Main Car Park. The next management meeting is on 6th December.
- d) **Maintenance** – The clerk is waiting for Jonathan Wilkinson Property Services to call back with a view to setting up a meeting between him and PeS/MA to discuss our requirements for the maintenance work that needs to be done on the pavilion building. Clerk to chase up. **Clerk**
- e) **Traffic** – The Winter Management Plan has already been covered in 7a). The Traffic Group have met to discuss our main priorities ahead of the meeting with our local highways officer, to be arranged. This includes: reduction in HGV traffic in Lower Street and the Fleet, white lines in School Lane, maintenance of raised footpath on Lower Street and the widening of the footpath below School Lane.
- f) **Village Hall & Outside Bodies** – SB attended the AGM in September. There are plans to have new toilets installed in the hall at a cost of £25K, as well as new chairs and repairs to the meeting rooms. The Village Hall has requested that they be involved in the discussions on Youth provision. **Youth Group**
Mike Stanbridge added that all main users of the hall have been sent a user's agreement to avoid any confusion over the use of the car park and facilities.

13. Items for inclusion on the next Agenda

- Budget – initial discussions for 2012-13 expenditure/proposals
- Community policing vandalism
- Parish Councillor vacancy
- Youth proposals
- Photographic competition

14. Date of next meeting

Monday 17th October 2011 at 7.30pm in the Pavilion Building.

The chairman thanked everyone for attending and the meeting was closed at 10.35pm