

SLAUGHAM PARISH COUNCIL
2 Coltstaple Cottages, Coltstaple Lane, Horsham, RH13 9BB
PARISH COUNCIL ANNUAL MEETING MINUTES

Meeting held on
Thursday 29th May 2014 at 7.30pm in the Pavilion, High Street, Handcross.
Members of the Public are welcome to attend

Yours sincerely Sally Mclean – Clerk to the Council

Email clerk@slaughampc.org.uk

Website: <http://www.slaughampc.co.uk>

Minutes remain in draft until the next convenient meeting

Present: Cllr's Sue Hance, Michael Earle, David Clare, Gail Boustead, Pat Long, Simon Goyder. John Welch, Kim Godwin, Lesley Read, Billie Bridges

Other Present: 3 members of Public

Apologies: Cllrs McNaughton, St George

The current Chairman of Council will be Chairman of the Meeting until the conclusion of Item 1

- 1 **To elect the Chairman of the Parish Council and receive declarations of office** Cllr Sue Hance proposed Cllr Earle and Cllr Read
- 2 **Apologies for absence and declaration of interest from members in respect of any items on the agenda.**
None Declared
- 3 **To elect the Vice Chairman of the Parish Council and receive declarations of office** Cllr John Welch proposed Cllr Hance and Cllr Boustead
- 4 **To receive Councillors register of interest and declarations of office** **RESOLVED**
- 5 **Approval of the Minutes of the Previous Meeting.** Parish Council Meeting 24th April 2014 previously distributed
- 6 **Open Forum.** The Council shall consider whether to adjourn the Meeting in order to receive questions from members of the public in attendance

Residents from Handcross who live next to the Handcross Primary School requested the assistance from the PC in dealing with the inconsiderate parking and dangerous driving at the school during drop of a pickup times. To date they have had no support when trying to discuss it with the school. The PC have written to the local PCSO, who agreed to provide some presence as and where they can but with no parking restrictions in the area it is difficult to enforce. WSCC have been looking at the issues for some time but have not yet provided a solution. The PC agreed to host a meeting with WSCC Highways Traffic Officer and invite the local PCSO, to see if a solution can be obtained before the new term in September when 30 more children will be attending the school. Clerk to talk to Helen Card at WSCC.

Resident from Barn Close asked if PC have had notification of the appeal for the golf course driving range application. Cllr Goyder advised that an appeal date has not yet been publicised.

- 7 **To appoint Standing Committees for the Year 2013/2014** The Council is asked to confirm the membership of the standing Committees.
 - 7.1 **Planning** – considers planning applications deals with Street Lighting, Highways (incorporating traffic calming, pedestrian safety, traffic management and highway lighting) and Emergency Planning:
To elect Chairman of Planning: Cllr Simon Goyder Proposed Cllr Hance, Second Cllr Earle
Members: Sue Hance, Pat Long, Simon Goyder, David Clare (Vice Chair) Bob St George, John Welch, Kim Godwin, Billie Bridges
 - 7.2 **Finance** – deals with finance matters, proposals for budgets, projects, financial policy matters etc:
Members: Cllr's Sue Hance (Chair), Michael Earle, Andrew McNaughton, Bob St George, David Clare, Pat Long, John Welch
 - 7.3 **Recreation** – deals with all matters concerning the Recreation grounds, Playgrounds and Allotments:
Members: Cllr's Simon Goyder (Chair), Sue Hance, Michael Earle, Gail Boustead and Lesley Read and one co opted member Ken Boyle.
 - 7.4 **Neighbourhood Planning Committee** - To develop a Neighbourhood Plan, for a sustainable and vibrant thriving rural community, driven by the needs and aspirations of the people in Slaugham Parish:
Members: Sue Hance, Billie Bridges, Bob St George, John Welch Kim Godwin, Pat Long, Lesley Read and currently 2 co opted members of the Parish, Debra Logan, and Ed Hadfield
 - 7.5 **Community Halls Committee** – To consider all existing and new community buildings within the Parish that fall under the remit of the Parish Council
Current Members: Andrew McNaughton (chair), Pat Long, Gail Boustead, Billie Bridges, Michael Earle, Sue Hance, Kim Godwin
- 8 **Appointment of representatives to other organisations for 2014/15** The Council is asked to confirm the appointment of its representatives on other organisations, the current list of members below are based on 2013/14 the minutes for this meeting will resolve those allocated for 2014/15.

Disabled, Care in the Community:	Cllr's Kim Godwin, Pat Long
Children and Youth Matters:	Cllr's Billie Bridges, Michael Earle
Footpaths:	Cllr's Simon Goyder, John Welch, Bob St George, Lesley Read
Charities:	Cllr's Sue Hance, David Clare, Kim Godwin
Bus Services:	Cllr Pat Long
Allotments:	Recreation Committee
Trees:	Appointed Tree Warden
Emergency Resilience Planning:	Cllr's Billie Bridges, Kim Godwin
Crime Prevention:	Cllr David Clare

Parish Council Representatives with Outside Bodies Council representatives on outside bodies will receive notice of meetings by email and may take forward any relevant comments from the Parish to those meetings and report back to Council.

SALC - Sussex Association of Local Councils Protect and promote the interests, rights, functions and privileges of member councils. Assist Councils in the performance of their duties and to promote and develop the social, cultural and recreational life of towns, parishes and villages. Promote widespread and well-informed interest in Local Government. **Cllr Sue Hance**

Mid Sussex Association of Local Councils (MSALC) - The MSALC is a group forum for all Local Authorities in Mid Sussex to enable the pooling of ideas, discussing items of mutual interest and where necessary, making representations to District and County Authorities). **Clerk Sally Mclean**

Action in Rural Sussex (AiRS) Provides help and advice to Local Authorities and Residents Associations on Local Action Plans, Village Appraisals and surveys. It highlights problems specific to rural areas and will try to create a climate in which rural businesses and communities can prosper). **Cllr's Pat Long and Bob St George**

Campaign for the Protection of Rural England – Protects and concerns itself with inappropriate, or any, development of sensitive areas of the rural countryside. Campaigns inside and outside Parliament in the cause of Rural Conservation. Local Branches seek to influence planning and development control policies of public authorities and private developers. **Cllr's John Welch, Bob St George and Billie Bridges**

Central Mid Sussex County Local Committee (CLC) - County Local Committees are designed to make sure that local people can help shape the 80% of services provided by the County Council. That's everything from schools and libraries to roads and pavements, from Social Services to the Fire Rescue Service. They also have the local community fund, which enables us to make small grants to initiatives to help our local communities. **Cllr's Sue Hance, Michael Earle and Billie Bridges**

- 9 **Matters from District and County Councillors:** to receive verbal reports from representatives of other authorities
- 9.1 Mid Sussex District Council (MSDC) None Present
- 9.2 West Sussex County Council County Local Committee (WSCC/CLC) None Present
- 10 **Committee Reports:** to receive and note committee and advisory group verbal updates
- 10.1 Finance and Policy – Item 12
- 10.2 Recreation – To resolve the next steps for the Toilets on the Recreation Ground after inspection
- PC RESOLVE to include the future of the toilets in the Neighbourhood Development Plan
 - Committee agreed 11th September for Allotment Assoc Presentation by Paul Neary.
 - 85% rents have been received for the allotments Clerk to raise reminders for those unpaid
 - Playgroup are advertising for a new Treasurer or they may have to close the current treasurer leaves in September.
- 10.3 Neighbourhood Planning – Meeting scheduled Tuesday 3rd June 7.30 Pavilion
- 10.4 Community Halls - Meeting scheduled with MSDC Architect on the Wednesday 4th June at 4.30 Pavilion to review Committee decisions on the layout and room requirements discussed at the meeting held 12th May 2014.
- 11 **Correspondence/Publications:**
- 11.1 MSDC Assets of Community Value This is a new webpage designed for Communities to nominate/update community assets. The relevant webpage can be found via the following link <http://www.midsussex.gov.uk/8810.htm>
PC RESOLVED to send the current list of assets identified through the NDP Process Cllr Hance to coordinate.
- 11.2 MSDC Update Housing Supply Documents – To resolve response to MSDC on the current housing documents issued for SPC sent to members on the 15th May 2014 for consideration
As a result of new Guidance from the government Mid Sussex District Council is updating the Housing Supply Document (also known as the Strategic Housing Land Availability Assessment) published in 2013. The methodology that the council prepared for undertaking the Assessment in 2009 will need to be revised to reflect the new guidance. The Council is asking all Town and Parish Councils to submit details of any new sites or broad locations they wish to be included within the Assessment, along with any further information relating to sites within the existing Assessment. Any further information should be submitted to the Council by 5pm on Friday 6th June.
Cllr Earle to update the list including any new current proposals received by the PC

- 11.3 Oil and LPG Local Buying Schemes – To review information issued by Cllr Godwin on the 7th May 2014 on Local Buying Schemes benefits, and how to make the information more widely available.
Cllr Godwin to write a small piece on the benefit of buying fuel through a syndicate, listing just some of those recognised locally for the next PC Newsletter scheduled for delivery in July.

12 **Finance:**

- 12.1 List of Accounts for Payment:
12.2 To appoint internal auditor Peter Frost Annual Report and Accounts for the Year 2013/14 RESOLVED

13 **Standing Orders**

- 13.1 Standing Orders and Financial Regulations of the Parish Council.
The council are asked to approve and adopt the Standing Order for 2013/14 To be RESOLVED at the Next convenient meeting.

14 **Information Items**

- 14.1 Disposal of the remaining parcel of land at the Memorial Gardens in Handcross – To resolve the disposal of the remaining section of the memorial gardens in Handcross that is owned by SPC (approx 490 sq metres) adjacent to the A23, behind All Saints Church.
PC RESOLVED to review previous valuations and look at the process for open market sales Cllr Hance to review.
- 14.2 **SPC Common Land** – To resolve request to perform tree surgery and general maintenance on Land Adj to Poyningshurst RESOLVED. Members agreed to the correspondence drafted that will include sections of the remaining Land owned by SPC by Phipps House. RESOLVED

15 **Highways**

To review highways projects/items.

Cllr Godwin wrote to County Councillor Acramen for an update on the speed restriction in Pease Pottage he advised that a report was due at the end of May that will give an idea of the timescales for the works. He also informed Cllr Godwin of other schemes that could help with speeding, like Speed Watch. The PC agreed to include these discussions with the ongoing negotiations surrounding the school parking, signage etc Clerk to contact WSCC see item 6

16 **Police / NHW Report / Resilience Group Reports**

- 16.1 Crime Bulletin cc'd All – Cllr Clare to report: nothing additional to report other than a car was taken from Handcross recently.

17 **Any other Matters that the Chairman wishes to raise for future discussion:**

Cllr Read asked if a working party could get together to clear weeds before the fun day on the 5th July
Cllr Bridges asked for the Winter Management to be updated and sent through so that it can updated in readiness for this winter.

Signed _____ Date _____