

SLAUGHAM PARISH COUNCIL

2 Coltstaple Cottages, Coltstaple Lane, Horsham, RH13 9BB

PARISH COUNCIL ANNUAL MEETING MINUTES

Meeting held on Thursday 30th May 2013 at 7.30pm in the Pavilion, High Street, Handcross.

Yours sincerely Sally Mclean – Clerk to the Council
Email clerk@slaughampc.org.uk
Website: <http://www.slaughampc.co.uk>

Present: Cllr's Sue Hance, Michael Earle, Billie Bridges, Gail Boustead, Pat Long, Bob St George, Simon Goyder,

Others Present: Sally Mclean (Clerk) There were 6 members of the Public.

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:** It was proposed and seconded and RESOLVED that Mrs Sue Hance be re-elected as Chairman of the Slaugham Parish Council.
- 2 **Apologies for absence and declaration of interest from members in respect of any items on the agenda.** Cllr's David Clare, Chris Hinchey Andrew McNaughton
- 3 **To elect the Vice Chairman of the Parish Council and receive declarations of office** It was proposed and seconded and RESOLVED that Mr Michael Earle be re-elected as Vice-Chairman of the Slaugham Parish Council.
- 4 **To receive Councillors register of interest and declarations of office:** Councillors were asked to review and update their ROI and send a copy to the Clerk.
- 5 **Approval of the Minutes of the Previous Meeting.** Parish Council Meeting 26th April 2013 previously distributed proposed Cllr Simon Goyder, seconded by Cllr Gail Boustead
- 6 **Co-Option** –Council advertised Members vacancy in the villages of Warninglid and Slaugham for the statutory period for the receipt of petitions for election from 10 electors or more expired on the 2nd May and to date no valid notifications have been received, the Council are therefore permitted to co-opt in accordance with (Rule 6 of 1986 Rules and s86 Local government Act 1972) on this basis the Council invited Mr John Welch from Slaugham for an informal interview.
RESOLVED: The Council AGREED by majority to co-opt Mr John Welch as a Member of Slaugham Parish Council
The Chairman welcomed Cllr John Welch to the Council and the declaration of Acceptance of office was signed .
- 7 **Open Forum.** The Council shall consider whether to adjourn the Meeting in order to receive questions from members of the public in attendance: Questions were raised in relation to the new playground proposal at the Hemsleys Land, Pease Pottage **Item 8.5**
It was felt by members of the public that attended to discuss concerns on this project the following:
The playground location contravened the development guidelines in that it was too close to the houses There are significant parking issues, as there is no current footpath to the site in addition to no disabled access it was felt that the Black Swan Site was better placed for the Playground
- 8 **To appoint Standing Committees for the Year 2013** The Council is asked to confirm the membership of the standing Committees.
 - 8.1 **Planning** – considers planning applications deals with Street Lighting, Highways (incorporating traffic calming, pedestrian safety, traffic management and highway lighting) and Emergency Planning:
 - 8.1.1 **To elect Chairman of Planning:** it was proposed and seconded and RESOLVED that Mr Michael Earle be re- elected as Chairman, other members Sue Hance, Pat Long, Simon Goyder, David Clare Gail Boustead, Bob St George, John Welch and Dorothy Crossan
 - 8.2 **Finance** – deals with finance matters, proposals for budgets, projects, financial policy matters etc: Cllr's Sue Hance (Chair), Michael Earle, Andrew McNaughton, Bob St George, David Clare, Pat Long, Billie Bridges, John Welch
 - 8.3 **Recreation** – deals with all matters concerning the Recreation grounds, Playgrounds and Allotments: Cllr's Simon Goyder (Chair), Sue Hance, Michael Earle, Gail Boustead and Gail Boustead and one co opted member Ken Boyle.
 - 8.4 **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: Cllrs Chris Hinchey (chair), Sue Hance, Billie Bridges, Bob St George, John Welch and 4 co opted members of the Parish Rena Hinchey, Debra Logan, Kim Godwin and Ed Hadfield
 - 8.5 **Community Halls Committee** – To consider all existing and new community buildings within the Parish that fall under the remit of the Parish Council, members are as follows: Andrew McNaughton, David Clare, Pat Long, Gail Boustead, Billie Bridges, Michael Earle, Sue Hance.

Appointment of representatives to other organisations for 2013 The Council is asked to confirm the appointment of its representatives on other organisations. Members each take a subject as their special interest and report to Council.

Disabled, Care in the Community:	Cllr's David Clare and Pat Long
Children and Youth Matters:	Cllr's Billie Bridges and Michael Earle
Footpaths:	Cllr's Simon Goyder and Bob St George
Charities:	Cllr's Sue Hance and David Clare
Bus Services:	Cllr Pat Long
Allotments:	Recreation Committee
Trees:	Appointed Tree Warden
Emergency Resilience Planning:	Cllr's Billie Bridges, Dorothy Crossan, Gail Boustead
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**
Council 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 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 Mid Sussex District Council (MSDC) The District Plan has been issued for consultation see item 13.4.

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 – Nothing to report
 - 10.2 Recreation – Meeting held to review Allotment Audit by Committee further action required on those that are not utilising the plots as set out in the agreement, letters to be drafted by Cllr Goyder
Request received by angling club at Furnace Pond to make good footway Cllr Goyder to meet on site to review works.
Neighbourhood Planning – The SPNDP is with MSDC for conformity and compliance review so far the Plan has been completed and the CRTBO's are being reviewed with an estimated completion within the next two/three working days
 - 10.3 Community Halls – Surveys have been issued and now being returned from residents for feedback on the site - Awaiting confirmation from MSDC on available funds and next stages, Committee meeting scheduled 5th June

- 11 **Correspondence/Publications:**
- 11.1 South East Water has now published its Draft Water Resources Management Plan (dWRMP), Cllr Hance to draft response
 - 11.2 Slaugham Playground – Requests for alterations to be agreed
Request for alterations to the site Slaugham Playground made by landowner a formal representation to the changes at the site are to be made. Cllr Hance to contact contracted Playground Inspector for further guidance
 - 11.3 Mid Sussex Exchange - Circles Network - Cllr Earle
 - 11.4 Publication of the District Plan – The Proposed Submission District Plan has now been published following the Council's unanimous decision to approve the Plan and this publication period will last for 6 weeks, ending at 4pm on 17th June 2013. **Council RESOLVE to receive recommendations from Neighbourhood Planning Committee.**

- 12 Finance:**
- 12.1 List of Accounts for Payment: RESOLVED Proposed Cllr Earle Second Cllr St George
 - 12.2 To review S106 Report for Slaugham Parish - deferred
 - 12.3 To update re s106 Community Bus Funding – SM to chase MSDC
 - 12.4 To approve Accounts and Annual return for the financial year ending 31st March 2013
The Council is asked to RESOLVE to adopt the Annual Report and Accounts for the Year 2012/13
RESOLVED
- 13 Information Items**
- 13.1 Standing Orders and Financial Regulations of the Parish Council.
The council are asked to approve and adopt the Standing Order for 2012/13 RESOLVED
- 14 Special Projects Items**
To review progress on special projects
- 14.1 A23 Handcross Bridge – Deferred. Cllr Crossan to report.
 - 14.2 Bus Shelter Handcross Bridge- Cllr Boustead to report
- 15 Highways**
To review highways projects/items
- 15.1 Independent Traffic Survey – Differed. Cllr Goyder to report. In addition to this the Clerk was unable to find and agreed Policy for the reduction of speed on the Horsham Road Pease Pottage and recommended an independent review
 - 15.2 Traffic Reports – Cllr Goyder to report Clerk to ask for a meeting with HA to review A23 Handcross Slip closure and impacts
 - 15.3 Cycle Route Pease Pottage/Handcross / Parking School - Clerk to arrange meeting with Highways with premise for council (parish) to quote for works and pursue. Cllr Ross was progressing Cllr Earle to take over and advised happy to attend this meeting if available.
 - 15.4 Cllr Ross Draft Letter sent to County Cllr Bill Acramen who confirmed receipt and will investigate Coo's Lane – Clerk Report
- 16 Police / NHW Report / Resilience Group Reports**
- 16.1 Crime Bulletin cc'd All – Cllr Clare to report
- 17 Training**
To review new and current members training SALC Members were asked to review the SALC training page 85% of members must enrol on the new power of wellbeing, in order to work towards Quality Council Status – Clerk to send link to SALC website in addition to confirm qualifications required for QC.
- 18 Confidential Items: Clerks Review** *the Council will determine whether to close the meeting to the public and the press the press under the Public bodies (Admissions to Meetings) Act 1960 to discuss the above item. NONE*
- 19 Any other Matters that the Chairman wishes to raise for future discussion:**
Bus Shelter – Cllr Boustead:
Handcross Bridge – Cllr Crossan:
Cllr Hance advised members of the CLT (Community Land Trust) Conference should anyone wish to attend in addition to the exhibitions that will be taking place over the summer to try a recruit members who will take forward the CRTBO's and other projects:
MOTO Services works Cllr Goyder to ask District Cllr Andrew McNaughton to request and enforcement officer visit to the site, in addition to investigating the repeated environmental issues:
Newsletter June/July members asked to advise if there is anything that they wish to add to advise before the next meeting.

Next Meeting: 27th June 2013

Signed _____ S Mclean _____ Date 5th June 2013 _____