

WESTHAMPNETT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

HELD ON 21 JULY 2014 AT 7PM

AT THE MARCH C. OF E. SCHOOL, WESTHAMPNETT

PRESENT: Cllrs. B Holman (Chairman) B Harding (Vice Chairman), R Fabricius, Mrs C McLeish, Mrs J Hardstaff and Mrs P Wood.

IN ATTENDANCE: County Cllr J Hunt
District Cllr A Smith
S. Handsford, CDC
G. Burt, Clerk
3 Members of the Public

252. Chairman's Announcements

The Chairman:

1. Welcomed the new Clerk, Greg Burt, who had considerable experience in local government both as an officer and elected member.
2. Reported that he had attended a memorial service for former Vicar, J.D. Brown, who had made a lasting impression on the parish.

253. Apologies

An apology for absence was received from Cllr Mrs C. Moth.

254. Update on Travellers' Site

The Chairman welcomed Steve Handsford from CDC. He gave an update on the current encampment numbers, and said that the County and District Councils were working very closely on the project. The Transit site was still on track; four tenders were due in by the 4th August. A Bat survey had been undertaken a further one will take place. Demolition of existing structures would commence at the end of July, with work on the site due to start in September. Other work on the site, e.g. additional MOT space in the remaining depot area, had been deferred so that there weren't too many contractors all working on the site at the same time. A management agreement about who and how the site was to be run was still to be agreed between all councils, including charges, deposits etc. For the first 6 months, the site would only take travellers sent/referred there by the Police. No advance bookings would be taken at first.

Parish Councillors felt that another Bat Survey was required and were particularly concerned about the operation of the site, especially outside of the core 9-5 hours that the site would be manned by officials. Who would deal with matters at night or weekends? Also worrying members, was the refusal to put bollards around the verge outside the site before the site opened. Members were pessimistic that this open area would be respected

without hard defences. Mr Handsford listened to the concerns raised. He said that the site needed to open by 1st March in order to meet Government grant conditions. He said he was as always very happy to continue to deal with concerns via e-mail, as they arose.

The Chairman thanked Mr Handsford for attending.

255. Declarations of Interest

Members and officers were invited to make any declarations of pecuniary and/or non-pecuniary interests that they may have in relation to items on the agenda and were reminded to make any declarations at any stage during the meeting if it then became apparent that this may be required when a particular item or issue was to be considered. No declarations were made at this point of the meeting.

256. Minutes

The Minutes of the meetings of the 19th May (subject to the change of name in Minute 233 to read *Rev S Holland*) and 10 June 2014, were **APPROVED** and signed by the Chairman as correct records of the meetings.

257. Matters Arising from the Minutes

There were no matters arising from the minutes.

258. Adjournment for Reports

The meeting was adjourned for the following reports:

a. District Councillor Andrew Smith reported that he had attended a recent planning hearing into the proposals for Old Place Farm and felt that the case put forward by the developers was very poor. The way in which developers in general in the area were skirting around the need for additional wastewater treatment capacity was of concern; some said that the existing system could cope and others said that new capacity coming on-stream elsewhere would cope, even though that new capacity had already been spoken for by other developers!

b. County Councillor Jeremy Hunt reported on the Traffic Regulation Orders (TROs) being made for various roads in the parish. Unfortunately, it was slow at present due to staff secondments and holidays. Cars continued to be parked in a bus lay-by despite parish Councillors putting flyers under the wiper blades. Operation Watershed was ongoing. A hoped-for cycle route project along Stane Street may have to be led by the Parish Council, since Rolls Royce had withdrawn from taking the lead. A ditch had been cleared of seasonal growth in Dairy Lane, but the contractor, working for WSCC, had in the end had to leave all the material in an unsightly heap as the budget did not accommodate the removal of the waste. Cllr Hunt agreed to supply contact details to the Chairman, in the hope that the Viridor Consultative Committee can be reformed, as poorly or un-netted lorries servicing the depot areas were losing litter to the detriment of the parish. A Councillor asked that Westerton Lane be given priority for resurfacing, as some of it had lost its surface in recent floods.

c. Goodwood Estate. No one from the Estate was present but Cllr Fabricius reported that further representation had been made to Goodwood Estate to facilitate a meeting with Alun Rees, Estate Property Director.

d. Rolls Royce. No one from company was present but Cllr Fabricius reported that a meeting with Andrew Ball (Global Communications Manager) of Rolls Royce was in the process of being set up.

e. The Chairman advised that he had written to the PCSO regarding recent non-attendances at meetings, which led to a visit from him, saying that he would attend in future, but he was unable to attend this evening. The so-called drifting in the vicinity of the hotel roundabout was of great concern and the District Commander would be written to, again!

259. Adjournment for Public Questions

Mrs S Burborough commented on:

- a. The need for the central pedestrian refuge in Coach Lane to be replaced to assist pedestrians, particularly children to cross. This had been raised before and would be raised again.
- b. Overgrown hedges fronting several properties along Stane Street were causing an obstruction, and forcing pedestrians to walk in the road. It was agreed that the Clerk would write as appropriate to the offending properties (Chairman to provide addresses.)

260. Planning Applications and Decisions

Cllr Mrs Hardstaff reported on recent activity. She would liaise with the new Clerk on procedures and processes so that all decisions could be reported /ratified at Council meetings.

261. Members' Reports

a. Planning Update

Cllr Mrs Hardstaff read out the excellent robust submission her working party had prepared for the consultant who was representing the Council regarding the proposed development at Old Place Farm to which the Parish Council was strongly objecting. Even though it was objecting, the Parish Council was still attending various meetings with developers *et al*, so as to ensure that should the development be allowed, the very best package of community benefits could be secured for the parish. Cllrs felt that an independent traffic survey was required for Madgewick Lane, as that being *paraded* by developers as evidence, was not supported by local knowledge.

b. Community Hall Update

In the absence of Cllr Mrs Moth, there was nothing to report.

c. New Homes Bonus

Cllr Holman reported.

d. Flooding

Cllr Holman reported that a response had been received from Southern Water, into our request for work to prevent future flooding at Maudlin. The project had to

compete with other projects for funds and a decision would be known by the 30th July this year.

e. Travellers' Transit Site

Dealt with under Minute 254

f. Neighbourhood Plan

Cllr Mrs McLeish reported that she was busy inputting responses into an Excel Spreadsheet, prior to returning to Cllr Mrs Hardstaff..

262. Finance

a. The following payments made since the last report were APPROVED

Date	Payee	Details	Cheque No.	Gross Amount
24/03/2014	CAB	Grant	10622	100.00
24/03/2014	C McLeish	Survey Monkey / NP	10623	24.00
		Issued in error - cancelled	100624	
07/04/2014	West Sussex ALC	Annual Subs	100625	£195.64
22/04/2014	R.H.Huntingford	Playing Field & Footpath cutting etc (March)	100626	£100.00
22/04/2014	Staples	Stationery	100627	£26.64
22/04/2014	DM Chainsaws Ltd	Equip for volunteers for village maintenance	100628	£1,839.79
29/04/2014	Smiths Gore	Rent for playing field Westerton	100629	£100.00
02/05/2014	XT & AT Computers	Printer Cartridges	100630	£57.36
19/05/2014	R.H.Huntingford	Playing Field & Footpath cutting etc (April)	100631	£100.00
19/05/2014	Mrs M Monachan	Locum Clerk work	100632	£78.39
19/05/2014	Mrs M Monachan	Locum Clerk work	100633	£103.2
28/05/2014	M.V. Hill	Westerton Bus Shelter Repairs	100634	456.00
21/05/2014	Came & Co	Insurance Renewal	100635	£689.87
03/06/2014	R.H.Huntingford	Playing Field & Footpath Cutting etc (May x2 cuts)	100636	£200.00
09/06/2014	WSSC	Payroll Admin	100637	£43.20
13/06/2014	Auditing Solutions	2013-2014 Internal Audit Service	100638	£180.00
		Issued in error - cancelled	100639	
26/06/2014	Staples	Stationery	100640	£39.26
26/06/2014	R. Holman - reimb	Fuel for village maint equip	100641	£22.74

b. Members looked forward to a Bank Reconciliation and Budget Report at the next meeting.

c. It had been agreed that the Council would review progress on actions recommended by the Internal Auditor at this meeting. It was agreed that this be deferred to the next meeting – Chairman to ask for copy of report.

263. Items not on the agenda which, in the opinion of the Chairman of the meeting, should be considered as a matter of urgency.

None

264. Correspondence plus any other matters for information only.

The Clerk reported that CDC was asking for the Communities Facilities Audit for the Parish to be reviewed, updated and returned. Cllr Mrs McLeish kindly offered to undertake the task.

265. Date of Next Meeting

MONDAY 22 SEPTEMBER 2014 – Noted

266. Exclusion of Press and Public

It was RESOLVED that under The Public Bodies (Admissions to Meetings) Act 1960 Section 2, the public and press be temporarily excluded from the meeting for the following item.

267. Appointment of Clerk

The Chairman reported that G Burt had been the successful candidate following interviews overseen by SSALC. RESOLVED that G Burt be appointed Clerk to the Council and RFO from 1st July.

The meeting closed at 9.07pm.

Chairman:

Date: