

APPENDIX 1

Northchapel Parish Council Minutes of a Meeting held at Northchapel Village Hall On Wednesday 4th March 2009

Present: Councillors John Morgan (Chairman), Willie Poste (Vice-Chairman), Alex Brown, Jane Walter, Sharon Holden, Lynda Bell and David Burden

In attendance: Mrs Helen Cruikshank, Parish Clerk

Comments and Questions from members of the Public

Three members of the public were present.

A member of public requested the manhole cover outside 41 Luffs Meadow be repaired properly and the footpath reinstated after a previous incident by the recycling lorry. Clerk to arrange.

81. Apologies for Absence: PCSO Clair Gamlin

82. Declarations of Interest

Councillor Burden – Trustee of Village Hall and as a member of the Parochial Church

83. Minutes

The Minutes of the meeting held on Wednesday 14th January 2009 were approved and signed as a correct record.

84. PCSO Clair Gamlin – There was no report due to the PCSO's shift pattern changing and she was off duty.

85. Report from elected representative of WSCC Councillor Duncton and District Councillor John Andrews

County Councillor Duncton reported on only a 3.25% increase in budget which is a lot less than in previous years. £1million extra has been given to road repairs in light of the 9,200 potholes reported due to the recent bad weather. Cycling seems okay in the village, however Hillgrove Road is in a very bad state. It was commented on that on one day 17 dumpers/mixers had been counted on their way up to the Lurgashall building works. It was suggested that the developer be contacted to suggest an alternative route but it was noted that unfortunately the lorries would be unable to manoeuvre the other turning. The Ford Recycling Centre has now opened, all recycling is now being processed by WSCC. The current West Sussex recycling rate is 30%. The CLC meeting is to be held on 10th March in Rogate and Councillor Duncton encouraged a representative from Northchapel to attend. A presentation on the new parking roles would take place where CDC are taking over from the Police and a presentation on the A272 Speed Management Scheme. The gasworks in Petworth have now finished and driving through Petworth was back to normal with all signage having been removed.

District Councillor John Andrews stated that there had been a precept increase but with a negligible increase from the government, CDC would be looking to find additional funds from somewhere. There would be increased activity in parking attendants and warned that fines would be given out more easily. The Police in Loxwood had warned of men posing as builders or plumbers doing the rounds in the North of the area and thus stated a good Neighbourhood Watch was important. Councillor Walter confirmed that the Neighbourhood Watch was very active in Northchapel. Councillor Andrews had emailed the Clerk information which she had forwarded onto her Councillors but he reiterated some key points regarding the delayed road works of the A272, the sewerage problems in Chichester Harbour and the update of the Local Development Framework. In these times lots of people suffered from increased fuel costs so initiatives such as forming buying groups to purchase oil are being set-up, look out for information in local papers and parish magazine. Councillor Andrews added that the man concerned would be able to speak at Annual Parish Meetings if required.

Councillor Duncton concluded he had spoken with the head teacher of Northchapel Primary who was very pleased with the school and was happy to announce that she had a full school for this year and for the next year including the nursery.

86. Working Party reports

- **Allotments, Village Green and Play Area:** Councillor Poste stated the allotment renewals were to be done. There is currently a waiting list and generally the allotments are in good order. Councillor Poste once again reported the problems with the increased size of the track down the side of the Village Green. A quote from John Britten for £976 + VAT was provided to reinstate track and make good with hardcore. It was agreed to approve these works to prevent the track widening further and ruining the Green. Clerk to affirm with John Britten. The Play area has a problem with the seesaw dog head moving about, and although not dangerous, the planks are worn so it will need looking at. The mowing contract has 1 more year left and Councillor Poste agreed to liaise with Mr Goodyear to discuss 09/10 timings. He confirmed the tree on the Village Green had been pollarded.
- **Planning:** Councillor Brown reported that there had been very little activity with just one application to be dealt with.
- **Footpaths, Hedges and Rights of Way:** Councillor Walter stated that everything was under control.
- **Village Hall:** Councillor Holden reported there were lots of bookings and all was good.

87. Co-option of Councillor: Mr. Andrew Dempsey volunteered to become a Councillor. The Chairman welcomed him on board and asked him to join the Parish Council. Clerk to liaise with Mr Dempsey to fill in the appropriate forms.

APPENDIX 1

88. Northchapel and Ebernoe Parish News Magazine: Councillor Walter reported that the Parish News Magazine had found new editors and would remain as it is currently run.

89. Parish Plan: Councillor Brown reported that the plan had been sent out to Councillors and Rural Sussex and they were happy with the content to date. More input is required with action plans, tables and investigations to take place. Councillor Bell mentioned that the Purple Bus have 2 sessions lined up with young parishioners when perhaps a consultation could take place for their contributions and thoughts towards the Parish Plan. It was agreed this was a good idea.

90. Village Litter Bin: The Clerk reported there had been several problems with missing litter bins. Chichester District Council had replaced the one by the seat and it was agreed by the Parish Council to pay for a new larger litter bin to be installed opposite the Village Stores. Clerk to instruct District Councillor Gill to go ahead with the supply and installation (£446.94+VAT) with weekly emptying (£54.91+VAT).

91. Village School: Councillor Walter reported that the head teacher at Northchapel Primary had been approached by Portsmouth University to put up a small wind turbine. It was hoped that the pupils would learn about the benefits of wind power and information on people's opinion on the turbine could be shared. The Parish Council supported the idea as it is a temporary structure and a great opportunity for the school and its ECO work.

92. Neighbourhood Watch Panel: Councillor Walter reported that she attended a meeting held on Wednesday 29th January. Councillor Duncton was also present at this and it was agreed that the PCSO's show a more visible presence in the village. It was suggested a good time being when the school bus drops off in the afternoon and that the PCSO shepherd the students home. The next meeting to be held in Northchapel is on 22nd April at 7.30pm.

93. BT Proposal for Adoption or Sponsorship of Telephone Kiosk: The Clerk reported on the proposed closures of a number of payphones within the local area including the phone on Fisher Street. The Pipers Lane kiosk had been removed during BT rationalisation programme on January 9th 2009 after a full consultation with Chichester District Council who did not object to its removal. Whilst the outcome of this latest consultation is still awaited, BT have now come forward with a new scheme to let communities to adopt or sponsor kiosks they would wish to be retained for heritage or other reasons. Where a kiosk is adopted the telephone equipment is removed but the kiosk left and maintenance of the Kiosk would transfer to the adopting authority, such as the Parish Council. Where a kiosk is to be sponsored the telephone equipment will be replaced with a non-cash payphone and the kiosk will function as a public telephone box. Cost of sponsorship is estimated to be about £500 a year. The Clerk has registered an interest for the Pipers Lane kiosk to be retained within the community as this is not a binding agreement.

94. Register of Members Interest: Clerk advised Councillors to let her know if there were any amendments to the register of Members Interest. There were no revisions to the current declarations.

95. Code of Conduct/Standing Orders/Financial Regulations: Clerk politely prompted Councillors to look through and review Northchapel Parish Councils documents, to remind themselves of their contents and report back any modifications required.

96. Financial Matters

- The Councils current financial position was noted.
- The budget monitoring sheet at Appendix 2 was noted
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved. The Clerk added a payment for flowerbed maintenance of £20 was to be approved at this meeting. It was agreed that the CAB receive a donation of £35 as last year and the Clerk is to organise this.
- The Bank reconciliation at Appendix 4 was noted.

97. Clerks Report

The Clerks report was duly received and noted. Councillor Walter said that Northchapel would enter Village of the Year next year. Clerk to progress the Enhancement Grant for the Notice board and to include both the Greenbank quote and the PG Randall quote. Councillor Duncton mentioned that the Highway Rangers were available to come and clean the finger posts within the parish, Clerk to contact them and organise a visit.

98. Date of next meeting – Northchapel Parish Council Annual Meeting to be held on Wednesday 6th May 2009 at 8pm at Northchapel Village Hall. This will follow on from the Annual Village Meeting planned to be held at 7.30pm.

Signed..... Dated.....