

NORTHCHAPEL PARISH COUNCIL

APPROVED Minutes of a Meeting held at Northchapel Village Hall On Monday 4th January 2014

Present: Councillors Willie Poste, Sharon Holden, Lynda Bell, Paul Markides, Stephen Wordsworth, Simon Arnold and Gaye Jordan

In attendance: Mrs Helen Cruikshank, Parish Clerk

Comments and Questions from members of the Public

There were no members of the Public present.

1. Apologies for Absence: Councillor Jane Walter
PCSO Richard Boston
District Councillor Hardwick
County Councillor Janet Duncton

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the last meeting

The Minutes of the precept meeting held on Monday 2nd December 2013 were approved and signed as a correct record.

4. Police Report

Although unable to attend, PCSO Richard Boston had sent a brief report to the Clerk as follows:

Thank you very much for the invitation to the NPC meeting. Unfortunately on this occasion I will not be able to attend due to commitments with the Bosham murder investigation which you may have seen on the news. What I am able to report to you is the only things we have had reported to us in the Northchapel area since the 05/10/13 are all road related incidents-cows in the road, car accidents etc. There have been no criminally related calls at all. In the wider area we have seen things such as thefts from cars and the occasional burglary of garages and outbuildings. Just remind people to keep all valuables out of sight and outbuildings and garages secure. It is also worthwhile to take notes of all serial number of garden machinery. If the worse did happen we are able to find items much more easily. Once again sorry I am unable to make this meeting and please pass on my apologies. I look forward to attending the next.

5. Reports from representatives from Chichester District Council, West Sussex County Council and South Downs National Park Association if available

There were no representatives in attendance. Clerk to enquire whether a change in day may suit both the County and District Councillors to ensure future attendance. *Update: Both District and County Councillors have confirmed they will attend all future Northchapel Parish Council meetings unless there is an urgent issue requiring their attendance at Loxwood on Monday evenings.*

6. Working Party Reports

- **Allotments, Village Green and Play Area:** Councillor Poste said there was nothing much to report at the Allotments, Village Green and Play Area apart from the fact they are all waterlogged.
- **Footpaths, Hedges and ROW's:** Councillor Poste reported that there was nothing much to report apart from a few trees down in Pound Piece. Councillor Bell reported that there were problems with the ditches up towards Hillgrove on the Lurgashall border. Clerk to report to Batchellor and Monkhouse.
- **Planning:** Councillor Markides said there was nothing to report. Just keeping an eye out for the next planning application for Hillgrove Stud Farm to come through.
- **Village Hall:** Councillor Holden had nothing to report.
- **Housing:** Councillor Holden reported on the recent moans and groans regarding the level of maintenance of the properties in St Michaels Close. Concern was raised that new tenants were not being told the

properties were H9 sites (local connection). In Luffs Meadow, there is still an empty flat but no-one is bidding on it. Mention of an overgrown hedge has been reported to the housing officer, Josh Wood.

- **Website:** Councillor Arnold said there was nothing to report although the website had now received 3000 hits.
- **Winter Plan:** Councillor Poste reported that everything was now in place - salt/grit, bins and snow plough. All ready to go when the cold weather comes.
- **Northchapel Youth** - Councillor Bell announced the good news that the Purple Bus is returning to Northchapel on Monday evenings between 7 and 9pm at the Village Hall Car Park. Running from Monday 13th January - 31st March 2014. Clerk will put an article into the Parish News to advertise its return.

7. Defibrillator

The Clerk is waiting to hear back from the British Heart Foundation regarding funding for the initiative.

8. Neighbourhood Plan

The Clerk suggested that Andrew Triggs (Neighbourhood Planning Officer from SDNP) be asked to attend and speak at the Annual Parish Meeting. This would give time to publicise the event and ensure good attendance. All Councillors agreed this was a good idea.

9. Local Community Assets

The Clerk is to progress registering both the Village pub and shop.

10. Additional Grant request 2013/14

The Clerk had received a grant request from Northchapel Primary School asking for help with funding for replacement matting for the outside play area. Although the Parish Council are keen to support the project, it was decided that the Clerk should investigate this request further. She would find out whether any quotes had been received to date for the work and what other funding avenues are being looked into by the school. She would report her findings back to the Councillors.

11. Approved Precept/Budget 2014/15

The final figures for 2014/15 were agreed and the precept approved to be set at £30,000 (less the CDC grant). The Clerk informed the Parish Council that they no longer had the discretion to pay a Clerk's gratuity (repeal of the Local Govt regulations 1996). She had therefore taken this out of the budget figures for 2014/15. She requested that the Parish Council consider authorising payment of this accumulated fund to date on completion of her 5 years plus of continuous satisfactory service. This is as per her contract dated 4th April 2008. The Parish Council agreed and approved this.

12. Financial Matters

- The Council's current financial position @ £34,467 was noted.
- The Bank reconciliation as at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and cheques approved for The Royal British Legion @ £20, WSCC (Clerk's Nov 13 Salary) @ £419.21, Southern Water (Allotment water) @ £25.56, Northchapel Village Hall (Annual Donation 13/14) @ £500, Northchapel Primary School (Annual Donation 13/14 and grant request from pre-school for waterproofs) @ £750, Petworth Cottage Nursing Home (Annual Donation) @ £100, Petworth Over 60's (Annual Donation 13/14) @ £50, West Sussex Rural Mobile Youth Trust (Annual Donation 13/14 Purple Bus) @ £500, Waverley CAB (Annual Donation) @ £35.

13. Clerks report

The Clerk had nothing to report.

14. Items to be included on the next agenda

Defibrillator

Local Community Assets

Neighbourhood Plan

13. Date of next meeting - Monday 3rd March 2014 at 8pm at Northchapel Village Hall.

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