

NORTHCHAPEL PARISH COUNCIL

APPROVED Minutes of a Meeting held at Northchapel Village Hall, On Monday 3rd November 2014

Present: Councillors Mr Willie Poste (Chairman), Mrs Jane Walter, Mrs Lynda Bell, Mrs Sharon Holden, Mr Paul Markides, Mr Stephen Wordsworth, Mr Simon Arnold and Mrs Gaye Jordan

In attendance: Mrs Helen Cruikshank, Parish Clerk
County Councillor Janet Duncton
District Councillor Philippa Hardwick

Comments and Questions from the members of the public: There were no members of the Public present.

47. Apologies for absence: Parish Councillor Georgina Murphy

48. Declarations of Interest: There were no declarations of interest.

49. Minutes: The Minutes of the previous Parish Council Meeting held on Monday 1st September 2014 were approved as a correct record and signed.

50. Police report: There was no Police report but Councillors Poste and Holden had recently attended the Police Neighbourhood Panel Meeting at Petworth Police Station.

51. Reports from the representative from Chichester District Council

District Councillor Philippa Hardwick said that Parish Council elections are to be held on 7th May 2105. SALC had made a presentation at the All Parishes Meeting in Chichester regarding advice to attract candidates as many Parish Councils do not have full Councils. Fortunately Northchapel currently does although anyone can stand in May 2015 if they are over 18, a British citizen and live within 3 miles of the parish. If there are more candidates than places then an election will take place. She also spoke of the SDNP local plan publication date now being mid 2017 and the DC's review of its future size.

Midhurst South Pond - Contractors have started work at South Pond Midhurst including dredging a central channel to improve water flow and the creation of reed beds and marginal planting to improve biodiversity. The bulk of the work will be completed by December with planting to follow in the spring. This is a partnership project between CDC, the South Pond Group and South Downs National Park Authority.

A new District Council website went live on Sunday 26th October. It is hoped you will notice the improvements, please do provide feedback. Councillor Hardwick also highlighted the Community Right to Bid where sale of valued local properties or land can be put on hold in order for a community to develop a bid to buy.

Councillor Walter requested that DC Hardwick follow up on Willow Spring Farm.

52. Working Party Reports

- **Allotments, Village Green and Play Area:** Councillor Poste confirmed the Allotment plots had now all been taken. He said there would be one more mowing of the Village Green this year and all was okay at the Play Area. Councillor Poste gave thanks to Councillor Jordan and the working party who did all the clearance work around the village hall, tidying up the hedges etc. It was great to see that community spirit was still going strong in Northchapel.
- **Footpaths, Hedges and ROW's:** Councillor Walter reported that the bridge on the footpath behind Oaklea had now been permanently repaired. She also added that new signs with correct directions had been erected. Clerk to chase for an update from CDC regarding the clearing of the pavements on Valentines Hill as these still have not been seen to.
- **Planning:** Councillor Markides said all was quiet.
- **Village Hall:** Councillor Holden said she had nothing to report.
- **Housing:** Councillor Holden said that following some troublesome weeks, all had now gone quiet. The front of the Village Stores was commended on its tidiness and Councillor Poste said he would have a word with the neighbouring property residents to see if they would cut back their hedge.
- **Website:** Councillor Arnold said the website had now received 5,600 clicks. The recent difficulties with the website had been resolved and Councillor Arnold is now the site manager for the whole site.

- **Winter Plan:** Councillor Poste reported that he, the Clerk and Robbie Moss had attended a Winter Training session in Midhurst. He confirmed that the parish had salt/grit in storage but none further would be delivered by WSCC Highways during the winter. It was agreed that Councillor Arnold would keep an eye on the grit bin in Luffs Meadow, Councillor Walter, the one in Hillgrove and Councillor Poste would look after the one by the School and at Fisher Street.
- **Northchapel Youth:** Councillor Bell said it was hoped that the Purple Bus would return to the village after Christmas. Following their success at the Greenpower competition at Goodwood, the Northchapel team had got to the final with their electric racing car. They had a thoroughly enjoyable time, rising to the challenge of raising funds and did themselves proud.

53. Report from the representative from West Sussex County Council

County Councillor Janet Duncton spoke about the West Sussex Credit Union based in Worthing which has a minimal interest rate compared to some of the payday loan companies around at the moment for people concerned about loans and high repayments. She said she had attended a Carers Health and task group which was trying to see how carers in the county could be identified and helped. WSCC is also asking people to consider whether they can offer children a new forever family, ahead of National Adoption week, 3-7 November. Finally she added that the fracking proposal at Wisborough Green has gone to appeal.

Councillor Wordsworth enquired about the Fisher Street traffic calming project. County Councillor Duncton said that £2000 of works had been carried out there including clearer road signage and improving sightlines with attention to ditches and hedgerows. She said she would forward the email she had received from WSCC Highways.

UPDATE: Since receiving the email, the Clerk has responded to WSCC Highways asking for clarification on why only £2000 was spent and not £15,000 as per an email sent out in January 2013 with proposed safety works in the area. Also she has requested the exact details of the £2000 spend as Fisher Street residents had not noticed any works carried out or any difference to signs. Furthermore she enquired whether WSCC Highways are due to do any further works to improve this dangerous stretch of road.

54. Defibrillator in Northchapel

Councillor Poste reported that the oak frame where the defibrillator is to be housed in its case is ready and adjacent to the notice board. The case is here and we are now just waiting for the defibrillator equipment to arrive. Hopefully this will be in the next couple of weeks so then training sessions can be organised for the parish.

55. BT Kiosk - Fisher Street

Following on from the news that the house by the BT Kiosk at Fisher Street was on the market, Councillor Poste said that the Parish Council needs to think about the future of the kiosk. Clerk to contact the resident to ascertain the situation.

56. Refreshing the Parish Plan

Councillor Walter said that it had been agreed to sit tight with this awaiting on the publication of the SDNPA local plan in 2017. The existing parish plan was good and any future amendment to this would be simply in the form of an addendum to include housing/land and road safety. District Councillor Hardwick said that CDC held ward data from the census in 2011 which would be helpful for this. Clerk to investigate and find out local housing figures and requirements.

57. New Homes Bonus

Unfortunately the application for the New Homes Bonus 2014/15 to CDC for funding towards the defibrillator casing was rejected because there had been no indicative allowance. However the Grants and Concessions board suggested it could be reconsidered under the Council's discretionary grants process which was duly done under a fast track application and was approved.

58. Community Right to Bid

The Community Right to Bid nominations for the Village Stores and the Half Moon Pub have been successful. More information can be found on this <http://mycommunityrights.org.uk/community-right-to-bid/>

59. Donations 2014/15 and Precept 2015/16

These will be discussed at the next meeting on Monday 1st December. Please encourage all parish groups and clubs to apply for grants - application forms available from Clerk. There is a healthy surplus so all budgeted donations and grants for this year will be able to be made with monies left over for local organisations. Clerk to advertise this on the notice boards, website and parish magazine.

Clerk received a letter from the Church requesting a contribution towards the Churchyard maintenance of £548. This is a budgeted cost in the approved 2014/15 figures and therefore the Council authorised the full payment.

60. Financial Matters

- The Council's current financial position @ £43,533 was noted.
- The Bank reconciliation as at 15th October 2014 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved including WSCC (Clerk's September Salary) @ £419, Mrs Jane Walter (reimbursement of flower bed mtce) @ £60, Southern Water (Allotment Water) @ £45.38 and P G Randall (Defibrillator Oak Casing/frame) @ £400. Clerk added that the second instalment of the precept £15,000 had been received.
- The External Auditors had approved the Annual Return 2013/14 and the notice of conclusion had been put onto the notice board in September.
- Clerk had filed a VAT return for the past year @ £1758. Awaiting refund.
- A finance review meeting had taken place with Councillors Wordsworth, Holden and Bell before the main meeting tonight.
- The Clerk explained a new Internal Auditor was required as the old one had moved away from the area. The Clerk had contacted the Clerk to Tillington Parish Council, and former Town Clerk to Petworth, Mrs Jean Huggett who is happy to take on the role. Full Council agreed that she be appointed Internal Auditor 2014/15. The cost of her services will be no more than £100.

61. Feedback from meetings attended by Councillors

Councillors Poste and Holden had attended the Police Neighbourhood Panel Meeting in Petworth and Councillor Poste had attended the North Chi CLC meeting where the meeting was primarily taken up with talking about the traffic calming initiatives in Rogate.

62. Clerks Report

The Clerk said there is a NE Parishes Forum meeting on Wednesday 12th November at 7pm at Fittleworth Village Hall. Councillors Bell and Jordan kindly offered to go. The next North Chichester CLC meeting is on Tuesday 13th January 2015 at Compton and Upmarden Primary School at 7pm. Please let the Clerk know if any Councillors would like to attend this.

63. Date of next meeting

MONDAY 1st DECEMBER 2014 at 8PM at the Village Hall. PRECEPT ONLY MEETING

*Due to Parish Council Elections in May 2015, the date of the Northchapel Parish Council AGM has been changed to Monday 18th May 2015 at 8pm

Signed

Date