

FERNHURST PARISH COUNCIL

MINUTES of a Meeting of the Parish Council held at Fernhurst Village Hall
on Wednesday 8 July 2015 at 6.30 p.m.

PRESENT Cllrs: Mrs. H. Bicknell (acting Chair)
Mrs. M. Timms (acting Vice Chair)
Mrs Danielle Dunfield
Mr. C. Tedd
Mrs. N. Braithwaite
Mr. R. Chapman
Mr. J. Smith
Mrs Emma Black
Mr. J. Buchanan

APOLOGIES FOR ABSENCE:
Mr. K. Harding
Mr. G. Inns
District Cllr, Mrs. N. Graves

IN ATTENDANCE:
Mrs. R. Knifton (Clerk)
Mrs Judith Turner (Press)
District Cllr, Mrs. P. Hardwick
County Cllr, Mr. M. Brown

Members signed the attendance register and apologies were received from Cllrs Harding and Inns and District Cllr Graves.

47/15 INTERESTS

None

48/15 MINUTES OF PREVIOUS MEEETING

The Minutes of the Council Meeting held on 10 June 2015 were **AGREED** as being a true record.
Proposed by Cllr Chapman and seconded by Cllr Smith. **RESOLVED**

49/15 MATTERS ARISING FROM THE MINUTES

Minute 42/15 – Cllr Bicknell raised the comment made by District Cllr Graves that she had been invited to the ‘Ward Walk’. Cllr Bicknell stated that she had not received any information and did not remember this being said.

District Cllr Hardwick explained that the date of the walk had been moved to the 30th of July. It would be due to start in the car park at 9.30 and finish at 1.30. **NOTED** that a senior officer would be coming to the Ward in order to give an opportunity to see what issues needed to be dealt with by the District.

Cllr Dunfield will be representing FPC, with the possibility of the Chairman attending.

Minute 46/15 – relating to Mr Peter Hudson’s follow up on developments for the 20mph speed limit.
AGREED that this will be an agenda item for the next meeting of Council in September.

Minute 44/15 (d) ACTION: Veolia/Crossfield toilets. The Chairman to monitor opening times of the public toilets for 1 week in order to observe whether Veolia are keeping to the contract.
ACTION: If any discrepancies are discovered, the Clerk to write to them.

Minute 44/15 (d) – NOTED that the Camper Van is still parked in the lay-by in front of the entrance to the Park.

AGREED that Cllr Black will informally place a note on the windscreen of the Camper Van on behalf of FPC requesting that they move the vehicle to enable disabled access.

50/15 COUNTY COUNCIL COMMENTARY

County Cllr Michael Brown gave his apologies for not being well due to hayfever.

He went on to congratulate the new Cllrs, Emma Black and Danielle Dunfield for their recent co-option.

He wished to clarify that he is the Local County Council Cabinet Member for finance and that today was Budget Day. He explained that it was difficult to predict so early into the existing financial year but that County had announced today the departmental cuts proposed for the following year. He went on to explain that £14.9m cuts were to ensure efficiency of the services County provide without cutting frontline services. It is hoped that by 2020, WSCC will be self-financing.

Other announcements made were that the Public Sector will experience a pay freeze. **NOTED** that the combined annual pay for County Council staff is £210m.

NOTED that the County's Auditors have given them a 'clean bill of health'.

To date, County have made £39m in savings and have been able to freeze Council Tax for the 4th year running.

Finally, he explained that WSCC has set up a trading opportunity, 'PropCo'. Its first project is the previously reported solar farm which is due to be completed by the 6th of October. **NOTED** that WSCC have invested £5m into the project and will receive an income of £600k a year. Two further housing projects are due to commence shortly.

Cllr Braithwaite thanked County Cllr Brown for his report, especially as he was suffering from hayfever and recommended Neil's Sinus Rinse for his ailment.

51/15 DISTRICT COUNCIL COMMENTARY

District Cllr Philippa Hardwick reported that the District's Local Plan had been adopted on the 7th of July. The Plan has highlighted the District's 5 year housing supply and by 2029, Chichester have plans to have provided for 330 new properties. There is currently no big strategic site. The Neighbourhood Plans will now slot in around the District's Local Plan.

Careline has been in operation for 30 years and for the whole of July, will be offering a free trial.

The next District Council Surgery for Fernhurst is due to take place on the 29th of July in the Fernhurst Centre.

Cllr Hardwick reported on her enquiries with Estates regarding the ownership of the paving at Crossfields and confirmed that responsibility for maintenance and repair is WSCC.

52/15 CORRESPONDENCE & OTHER MATTERS

- War Memorial Grant – **NOTED** that the Grant Application had been approved and the contractor is due to commence work in August.

- Unlawful Taking of Land in Fernhurst – **ACTION:** The Clerk to examine the title deeds of Vann Common. If the land belongs to FPC, The Clerk to write to the trespasser. **ACTION:** Another site visit is proposed. **NOTED** that Enforcement are investigating.
- New Homes Bonus – **NOTED** that time was running out to apply for the Grant. One quote had already been received and when the further two quotes are submitted, the Clerk will compile the application. Proposed by Cllr Braithwaite and Seconded by Cllr Timms that the Clerk has due authority to make the application on behalf of FPC.
RESOLVED
- Valley Landscapes – Quote for Church Road – **NOTED** that the cost for these urgent repairs were under £1,000 and were therefore covered by FPC’s Financial Regulations 10.2. Due to the urgency of these works needing to be completed, a further two quotes had not been sourced. S10.2 states that in this event, a resolution must be passed by full Council to approve the works.
Cllr Chapman Proposed and Cllr Buchanan Seconded.
RESOLVED that the Clerk is to instruct Valley Landscapes.
- Vann Common – **NOTED** that the Clerk had been contacted by residents of Vann Common regarding some proposed clearance work. The Clerk had undertaken a site visit with Mr Neil Cotton and had discovered that there were a number of dangerous branches which need to be removed. In addition to this, there was some scrub clearance needed.
Mr Cotton has offered to obtain 3 quotes for this work to submit to Council to decide on contracting. When received, the Clerk will submit to the earliest available meeting of full Council for approval.
- Path to the Play Park – **NOTED** as with the quote for the works at Church Road, the quote for the urgent clearance work was £380 + VAT and was therefore covered by FPC’s Financial Regulations 10.2. Due to WSCC stating that even if the path were to be reclassified as a ‘twitten’, the path would only be increased to 3 cuts a year. As the path to the park cannot currently be used by those in wheelchairs or parents with pushchairs/prams, the Council considered that the need to carry out these works was urgent. With this in mind, a further two quotes had not been sourced.
S10.2 states that in this event, a resolution must be passed by full Council to approve the works.
Cllr Chapman Proposed and Cllr Buchanan Seconded.
RESOLVED that the Clerk is to instruct Valley Landscapes.

It was also **NOTED** that the gate at the park was broken. **NOTED** that the Clerk had used s3.5 of the Financial Regulations to action this work prior to taking it to Council as the cost was under £250.

AGREED

- Commonwealth Flag Day - **NOTED** that the ‘Fly a Flag’ day will be held on the 14th of March 2016.
- Broadband and Telephone: Additional – prior to the meeting, the Clerk had received a letter from Virgin Media who had been sending emails to the previous Clerk. Unfortunately the current Clerk had no access to these personal emails. Virgin Media announced that they were being taken over by Talk Talk on the 17th of August. Upon the Clerk attempting to speak with Virgin Media regarding the account switch-over, it became apparent that the broadband and telephone service was not able to continue and that emergency measures must be taken. **NOTED** that FPC pays BT separately for line rental.
In 2014, a discussion had taken place in Council as to bringing the line rental, broadband and telephone over to one supplier instead of two.

It was **AGREED** that as the physical line was with BT, the Clerk should contact BT and request that all services are supplied by them. It was further **AGREED** that the Clerk will set this up as a Local Government Business Account.

Proposed by Cllr Timms and seconded by Cllr Braithwaite.

RESOLVED

53/15 MONTHLY EXECUTIVE REPORTS/COMMITTEE MATTERS

A1) Finance and Administration:

Approval of the bank reconciliation:

Proposed by Cllr Timms and seconded by Cllr Braithwaite.

RESOLVED

list of payments and signing of cheques:

Proposed by Cllr Buchanan and seconded by Cllr Timms.

RESOLVED

A2) Minutes of the Finance and Administration Meeting held on 8 June 2015.

Proposed by Cllr Buchanan and seconded by Cllr Chapman.

RESOLVED

A3) Current Financial Position.

NOTED

B) Planning Applications Committee, including approval and signing of the minutes dated 8 June 2015.

Proposed by Cllr Tedd and seconded by Cllr Bicknell.

RESOLVED

C) Neighbourhood Planning Steering Group – **Nothing to report**

D) Property, Highways and Environment Committee, including approval and signing of the minutes dated 8 June 2015.

Proposed by Cllr Timms and seconded by Cllr Buchanan.

RESOLVED

54/15 UPDATES ON LOCAL ISSUES

- a) Services and facilities for Young People – **NOTED** that the disclosure and barring issue had been a ‘learning curve’. For the two employees, it had costed £52 + VAT per person. Cllr Smith had contacted other Youth Clubs to enquire into whether there was training available around safeguarding.

The Youth Club is doing well and it was **NOTED** that next week’s session is the last before the summer holidays.

- b) Fernhurst Village Hall – There was a discussion regarding a spare key for the office. It was **AGREED** that there should be an additional key holder. Further discussion on this will take place at the next meeting.
- c) Policing – **Nothing to report**
- d) Fernhurst Primary School – **Nothing to report**

55/15 QUESTIONTIME FOR PARISHIONERS

Mr Peter Hudson spoke of the 20mph speed limit and asked whether there had been any progress. This matter is ongoing.

ACTION: a site visit to Crossfield will be organised to take place on Monday following planning.

Meeting Closed 8.40

Signed.....

Date.....