

FERNHURST PARISH COUNCIL

MINUTES of a Meeting of the Parish Council held at Fernhurst Village Hall on
Wednesday 9th of March 2016 at 6.30pm

PRESENT Cllrs:

Mrs. H. Bicknell (Chair)
Mrs. M. Timms (Vice Chair)
Mr. C. Tedd
Mr. J. Buchanan
Mr. G. Inns
Mr. J. Smith
Mr. A. Moncrieff
Mr. B. Black
Mrs. M. Jenkins

Newly elected:

Mr. N. Rawlings

APOLOGIES FOR ABSENCE:

Mrs. E. Black
District Cllr, Mrs. P. Hardwick

IN ATTENDANCE:

Mrs. R. Knifton (Clerk)
District Cllr, Mrs. N. Graves
Mrs J. Turner (Press)
County Cllr, Mr. M. Brown
Mr. G. Williamson
Mr. I. Goodall
Mr. P. Hudson
Mrs. R. Foster

Prior to the meeting, the Chairman introduced the newly appointed incoming Clerk, Mr Kevin Jones. His ratification of appointment will be dealt with further down the agenda.

20/16 CO-OPTION OF CLLR

NOTED that there were 3 applications for the vacancy of Cllr.

There followed a representation by Mr Neal Rawlings. He mentioned the following points in support of his application:

He currently works in communications and has lived in the village since 1998. He is a huge supporter of the Village and feels strongly about getting more involved in giving something back to the Parish by taking a more active role in the community.

A further representation was heard from Mr Graeme Williamson. He spoke of how he is new to the Village and moved in one year ago. He is a project manager for a USA based company. He stated that he loves the community spirit within the Village and feels he has something to add.

A final representation was heard from Mr Ian Goodall. He moved to the Parish in June 2015 and is the assistant leader for the Cubs. He is also a Trustees at the Fernhurst Centre and wants to become more involved in the community.

The Chairman asked all 3 candidates to leave the room whilst members voted on who they wished to co-opt.

After some discussion, a vote by way of a show of hands agreed that Mr Rawlings was proposed.

The Clerk invited all candidates back into the meeting and announced the decision and thanked all prospective candidates for their application. Mr Rawlings was duly Co-opted. The Declaration of Acceptance of Office was signed in front of the Clerk and the Chairman asked Cllr Rawlings to join the table.

21/16 PUBLIC REPRESENTATIONS

The Chairman invited members of the public sitting in the gallery as to whether they wished to make a representation to the Council.

Mr Hudson wished to inform the Council that there would be a North West Forum meeting on the 5th of April and that the recent changes to the services provided by the PCSO's would be discussed. Cllrs Inns and Smith will attend. The event will be held at Lodsworth

The Chairman asked the remaining members of the public whether there were any further representations. None were requested.

22/16 INTERESTS

There were no declarations of Pecuniary, non-Pecuniary or Prejudicial interests in relation to any items included on the agenda for this meeting in accordance with **THE LOCALISM ACT 2011** and the **Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**, Bar the request for the Chairman to use her allowance for the Civic thank you event to the Neighbourhood Planning Steering Group

23/16 PREVIOUS MINUTES

The Minutes of the Council Meeting held on 10 February 2016 were **AGREED** as being a true record bar in 11/16, it was **NOTED** that Cllr B Black is a Chartered Surveyor, not Accountant and that Cllr Jenkins had been the Clerk between 1976 and 2000 not 1996 and 2000. Proposed by Cllr Tedd and seconded by Cllr Inns. **RESOLVED**

24/16 MATTERS ARISING FROM THE MINUTES

None

25/16 COUNTY COUNCIL COMMENTARY

County Cllr Michael Brown reported that Operation Watershed would become available again for 2016/17. It had been a popular WSCC Grant due to several years of National Flooding. The process is for the PC to decide what project would benefit the community and obtain 3 quotes for the works. The best value quote will need to be approved by the PC. The application needs to be approved and countersigned by the Parish's County Cllr and then sent to the Officer in charge of Operation Watershed. The application is then taken to Panel for a decision to be reached. No works are to be undertaken until approval is given by County. The PC will then oversee the works, giving Council more control. The project was first launched in 2013 with a budget of £8.5m and this year, a million will be available.

26/16 DISTRICT COUNCIL COMMENTARY

District Cllr Norma Graves reported on the District's financial strategy for the future and that there would be a reduction in support grants to Town and Parish Councils. 2016/17 will be the 6th year of funding cuts but that CDC will not be increasing Council Tax. It was **NOTED** that the Parish's Council Tax was the lowest in West Sussex. CDC are able to raise the Band D by £5, around a 4% rise.

The New Homes Bonus scheme will remain for 2016/17.

Car Park – CDC will be commencing with the line painting works imminently. The date is yet to be confirmed. **NOTED** that the water is still flooding out of the back of the Fernhurst Club/Tudor Gardens development into the car park. The Club have requested a report from the developers. The water has a strong aroma and therefore could potentially be pouring out of the foul drains. Cllr Graves will take the matter back to CDC.

The Pallant Gallery in Chichester is opening a major exhibition: John Piper – The Fabric of Modernism which is the first to focus on textile designs, exploring key motifs in the artist's work such as historic architecture, abstract and religious imagery and subjects explored in the artist's final years.

Sport in the Community – various activities have been planned throughout Easter. For the first time ever the popular Sport in the Community camps will also include a gymnastics camp. Organised by the #ChiActive sports partnership, boys and girls aged 6 – 13 can enjoy a wide range of sports and will develop their skills and make new friends while keeping healthy and active at the same time. The children do not need any previous experience to take part in the gymnastics camp while other camps include football, multisport, dance, netball, basketball, and adventure sport at a cost of £7.50 per day. Courses run 10am – 3pm each day and all coaches are fully qualified and DBS checked.

Grant for the Queen's 90th birthday - Chichester District Council have made a grant available of £250 to each parish council and parish meeting. This is in order to create or support a community event to celebrate this occasion. The culmination of national events are planned for Sunday 12th June 2016 and FPC must apply before Friday 27 May 2016. In order to meet the criteria, the following information must be submitted: What are FPC's plans to celebrate Her Majesty Queen Elizabeth II's 90th birthday?; When and where is the event taking place?; How will the event involve the community?; How will the grant be used to support the event? Officer Matt Gover is the contact at CDC.

It is Roman Week in Chichester where a number of events will take place to celebrate Chichester's Roman ancestry.

Highways England will now not be looking for a northern route for the A27.

27/16 CORRESPONDENCE & OTHER MATTERS

- Clerk vacancy – the meeting was being observed by the recently appointed incoming Clerk, Mr Kevin Jones. Mr Jones was offered the role in February after interview, by Trevor Leggo of SSALC and the HR Committee under their delegated authority by Council and he has duly accepted. It was **AGREED** that his appointment will commence with a handover process with the Clerk, Mrs Knifton, as of the 1st of April and Mrs Knifton will remain on-hand until the 1st week of May.
- Training – Cllrs and incoming Clerk – a list of training sessions had been circulated.
- Toilets – Cllr Graves reported that a lady had approached her and complained that the toilets were not being maintained or opened and closed. **NOTED** that Cllr Smith had been nominated earlier in the year to monitor the cleanliness and opening times but that this was yet to be undertaken. **ACTION:** The Clerk will obtain a 3rd quote and will draft a spec for maintenance with a view to re-contracting in the new financial year.
- Crossfields – **NOTED** that FPC are finally pleased to announce that the works had started on the footpath. There had been a number of proposed benches circulated to members and it was **AGREED** that the Broxap Rippon Bench was the best option. Proposed by Cllr Timms and seconded by Cllr Smith. **RESOLVED** that the Clerk will place the order for 2 x Rippon Benches.

NOTED that CDC own the land and that a licence between FPC and CDC is drafted.

NHB Agreement for the grant was read out to members in order for them to fully understand the contents of the document.

Proposed by Cllr Smith and seconded by Cllr Moncreiff that the Agreement is approved and will be signed off by the Clerk

RESOLVED

Replacement Christmas tree – the matter will be discussed at the next meeting.

There was an interruption to the Council meeting from member of the public, Mrs Rosemary Foster. The Chairman allowed Mrs Foster to speak but highlighted that she had asked all the public in attendance at the beginning of the meeting whether they wished to make a representation and Mrs Foster had not raised her hand. Mrs Foster stated that she hadn't heard the Chairman's invitation.

Mrs Foster explained that she and a handful of residents had not been informed of the impending rejuvenation of Crossfields and stated that the PC had not consulted.

The Chairman stated that FPC had been transparently discussing the works for at least 15 years and that the original consultation in the Village Design Statement had highlighted a need and was reiterated in the recent Neighbourhood Plan Consultation. Consultation had been undertaken with local residents and shopkeepers who were all in support of the new footpath. The Plans had been on display in the Parish Noticeboard and in the Parish Office for several months and every stage of the process had been minuted and in the public domain.

Mrs Foster continued to state that she had not seen any information.

Member of the Press, Judith Turner began to interrupt the meeting further. The Clerk reminded Mrs Turner that this was a meeting of Council and not a Q&A. The opportunity to raise matters had been given at the beginning of the meeting and members of the public were not permitted to join in on the Council's debate.

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- Adoption of Electronic Payments Policy – Proposed by Cllr B Black and seconded by Cllr Jenkins. **RESOLVED** that the Policy is adopted.
 - Adoption of new Cemetery Fees – Proposed by Cllr Moncreiff and seconded by Cllr Timms. **RESOLVED** that the new fees are adopted.
 - Adoption of Risk Assessment – Proposed by Cllr B Jenkins and seconded by Cllr Smith. **RESOLVED** that the Policy is adopted.
 - Boundary Review – The proposals were discussed in detail. **NOTED** that currently there are 48 District Cllrs but that these will be reduced to 36.

Cllr Graves gave some clarity on the subject. FPC spoke of the new proposals having little regard to the new development scheduled at the old Syngenta site which would mean that by 2019, the potential electorate of the Parish could increase by at least 400.

Cllr Moncreiff stated concerns that the larger the cluster units, there was a potential for a less democratic system and proposed that the Ward should be a single member Ward.

Unanimously **AGREED** that Fernhurst should remain with Lynchmere and that Fernhurst and Lurgashall had no real bond.

Cllr Timms proposed that Fernhurst should remain with Lynchmere and cluster with Lynch and Milland taking into account the imminent Syngenta redevelopment which should be completed by 2019 and remaining as a two Cllr Ward.

Both proposals were voted on by way of a show of hands.

Cllr Moncreiff, seconded by Cllr B Black – 4 votes
Cllr Timms, seconded by Cllr Smith – 5 votes.

RESOLVED that the Clerk will revert to CDC with their proposal of remaining as a two Cllr Ward, to include, Fernhurst, Lynchmere, Lynch and Milland.

- Queen's birthday – **ACTION:** The Clerk to resend out all the details regarding the grant.
- Pension auto enrolment – Defer
- Bank signatories – Cllr Inns confirmed that he had resubmitted all his papers to NatWest and is due to receive confirmation that he is now a signatory. Due to a number of vacancies and co-options,

Cllr Moncreiff expressed an interest in joining the Finance and Administration Committee, along with Cllr B Black. **AGREED** that both Cllrs should become signatories.

Proposed by Cllr Bicknell and seconded by Cllr Timms

RESOLVED

- Internet banking – Defer
- Committee membership – it was again **NOTED** that due to the recent vacancies and co-options, the Committee numbers were dwindling, therefore, in conjunction with the above, it was **AGREED** that Cllrs Jenkins and B Black will join the Property, Highways and Environment Committee and Cllr Rawlings will also join the Finance and Administration Committee along with Cllrs Black and Moncreiff. **AGREED** that Cllr Rawlings should also be made a signatory.
Proposed by Cllr Bicknell and seconded by Cllr Timms.

RESOLVED

- Annual Parish meeting – **NOTED** that the Chairman had been dealing with the preparations and had floated the idea of conjoining the APM with the Queen's 90th Birthday celebrations. FPC had not been keen on the idea. The meeting is scheduled for the 21st of April.
- Neighbourhood Plan – **AGREED** that the Chairman should use her Civic Allowance for the NP Thank you event.
Proposed by Cllr Moncreiff and seconded by Cllr Rawlings.

RESOLVED

- Asset Register – a Working Group consisting of Cllrs Rawlings, Buchanan and Smith will undertake a full audit and walk around the Parish.
- West Sussex Fire & Rescue – Defer
- Cllr's announcements – Haslemere Station Research Group are holding a meeting at the Georgian Hotel on the 2nd of March. Cllrs Tedd and Inns will attend.

The annual Revels event is due to take place in May and Cllr Bicknell requested use of the Village Green. All in agreement.

- Clerk's announcements- None

28/16 MONTHLY EXECUTIVE REPORTS/COMMITTEE MATTERS

A) Finance and Administration;

- Bank reconciliation - Proposed by Cllr Tedd and seconded by Cllr Buchanan.
RESOLVED
- List of payments and signing of cheques - Proposed by Cllr Timms and seconded by Cllr Moncreiff.
RESOLVED
- Minutes of the meeting held on 19 February 2016 – **NOTED**. For recommendation by the Committee.

B) Planning Applications Committee – previous minutes. **NOTED**. For recommendation by the Committee.

C) Neighbourhood Planning Steering Group: The Referendum had passed on Wednesday 2 March.

D) Property Highways and Environment Committee: **NOTED**. For recommendation by the Committee.

29/16 UPDATES ON LOCAL ISSUES

a) Services and Facilities for Young People – Cllr Smith informed members that Kerry, the Youth Club leader was moving to Crawley. The Senior YC is due to re-open after Easter. The YC are still trying to promote and build up numbers.

b) Fernhurst Village Hall – Cllr Smith reported that there had been a strategic development panel meeting in order to discuss long-term storage for the chairs. A large scale two-storey extension at the back of the Village Hall had been discussed. A discussion will now take place with planning at SDNPA before progressing.

c) Policing – Nothing to report.

d) Fernhurst Primary School – **NOTED** that there are currently 170 children attending the school, with a possible increase of 40 additional places in anticipation of the redevelopment of the old Syngenta site, but this will not provide for all prospective new residents.

Meeting Closed at 8.40pm

Signed

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