

**SLINDON PARISH COUNCIL**  
**Minutes of the Meeting of Slindon Parish Council**  
**Held on Monday 12<sup>th</sup> March 2018**  
**At the Coronation Hall, Reynolds Lane, Slindon at 7pm**

**PRESENT:** Parish Councillors Niki Adamson, Barbara Brimblecombe, Peter Fenton, Robert Parfey (Vice Chairman in the Chair), Lee Spencer-Smith and Derek Thomas.

**IN ATTENDANCE:**

Mr Norman Dingemans, Arun District Councillor.

**1. FILMING OF MEETINGS AND USE OF SOCIAL MEDIA**

**1.1** Members and the public were reminded of the procedures for filming and recording the meeting and requested to switch mobile devices to silent for the duration of the meeting.

**2. APOLOGIES FOR ABSENCE**

**2.1** Apologies were received from Parish Councillors Ann Watts and Steve Chilver.

**3. TALK WITH US**

**3.1** There were no members of the public present.

**4. DISCLOSURE OF INTERESTS**

**4.1** Councillor Fenton declared a personal and prejudicial interest in agenda item 15.2, Slindon Community Land Trust as Chairman of the Steering Committee and confirmed that he would leave the room if there was any discussion on the matter.

**4.2** Councillor Spencer-Smith declared a personal and prejudicial interest in agenda item 15.2, Slindon Community Land Trust as a member of the Steering Committee and confirmed that he would leave the room if there was any discussion on the matter.

**5. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12<sup>th</sup> FEBRUARY 2018**

**5.1** Members had before them the minutes (previously circulated) of the meeting held on 12<sup>th</sup> February 2018. It was noted that Courthill Farm Road as stated in Minute 9.2 was also known as Northwood Lane. **It was therefore RESOLVED that subject to the addition of Northwood Lane to Minute 9.2, the minutes of the meeting held on 12<sup>th</sup> February 2018 be approved and signed by the Chairman.**

**6. CHAIRMAN'S REPORT AND URGENT ITEMS**

**6.1 URGENT MATTERS**

**6.1.1 Parish Council Vacancy**

The Clerk reported that the period during which residents could have called for an election had expired and the District Council had confirmed that the Parish Council was free to co-opt a suitable person to fill the vacancy. The earliest that the Council could consider any applications was the April meeting and any applications would therefore be on the agenda for consideration. **It was RESOLVED that the update be noted.**

**6.1.2 Top Playing Filed Memorial Bench**

It was reported that Mrs Moor had contacted the Chairman regarding designs for the bench planned to remember the Late Mr John Moor. A design had been created which envisaged a curved seat for about three people in the area near the tree that had been planted in his memory. This would comprise a flint base with a polished concrete top that was both stable and robust and in keeping with the natural landscape and a draft design was tabled for Members to view.

Observing the Parish Council's plans to create a wild flower meadow in this part of the Field, Councillor Thomas confirmed that this would include wild flower seed planting, the suitable siting of the bench and the eventual planting of a blackthorn and hawthorn a hedge. Members were supportive of the proposals and subject to confirmation that the Church Wardens, as the land owner, were content with the plans, **it was RESOLVED that**

**The Chairman and Councillor Thomas continue to work with the Moor family on this project and that the Parish Council be kept informed of progress.**

## **6.2 CHAIRMAN'S REPORT**

Councillor Parfey reported that recent work had focused on the planting of the hedge at the Recreation Ground and that he would update Members further on this later in the meeting. It was also noted that the Chairman and Councillor Parfey would be meeting the tree contractor on 22<sup>nd</sup> March to discuss the long-term work plan for the trees at the Ground.

## **7. "WHAT IF" RESILIENCE STRATEGY**

The Parish Council received a presentation from Mr Barry Newell of the County Council's Resilience and Emergency Team regarding this programme. Mr Newell explained that the programme was being promoted with Parishes as part of the County Council's aim to support vibrant and resilient communities. The Team was also engaging with communities through programmes for young people, health and wellbeing initiatives and business resilience particularly, small, and medium enterprises. The Strategy included the offer of training, guidance and equipment to communities and individuals so that they can provide practical support on the ground in the event of an emergency. As part of the strategy, points of contact in a community were established that members of the Resilience and Emergency Team and key services providers could communicate with and help coordinate responses. The Team provided a valuable link with the major utility companies and worked with them to help ensure they could carry out their statutory obligations in times of crisis. The Team could also link into other County Council services such as Adult Social Care if required. It was noted that the equipment provided by the Team aimed to tackle a number of situations and would need to be housed in a safe and accessible environment. The training provided ranged from practical skills to organizational and leadership functions. Members observed that the village was already well served in terms of local community groups who had in the past stepped in to support the community in emergency situations. It was noted that an emergency plan had existed previously, and the Clerk was requested to check the Parish Council's historic records to see what may have been in place. The Chairman thanked Mr Newell for his presentation and he left the meeting.

## **8. PLANNING MATTERS**

### **8.1 PLANNING APPLICATIONS**

#### **8.1.1 SDNP/18/00681/HOUS Firgrove House Mill Road BN18 0LY**

The Council received details of a planning application (previously circulated) which proposed the construction of a summer house in the south west corner of the garden and had no objection to the plans.

#### **8.1.2 SDNP/18/00232/HOUS&SDNP/18/00233/LIS The Grange Church Hill BN18 ORD**

The Council received details of a planning application and listed building consent (previously circulated) which proposed alterations and the refurbishment of the existing dwelling, including the conversion of the existing redundant stables and the construction of a new oak framed garage building. The Council went on to consider the proposals and discussion focused on the nature of the proposed renovations to the existing building and the impact of the proposed garage on the local environment including the local vista. Observing that there had been similar

proposals made in the past, it was noted that the property was situated in the Conservation Area and that the boundary of the property was near the village pond. In view of the history of drainage problems in this part of Church Hill, Members wished to ensure that drainage was not compromised. Members therefore considered that if approved, options to improve drainage should be investigated as part of the proposed works. Reservations were expressed about the scale of the proposed new garage which was considered to be out of proportion to the main dwelling. Members were also concerned that the size and position of the garage within the plot was such that it would obscure the view looking southwards down Church Hill and towards the Pond. The Council therefore **RESOLVED:**

- 1) To object to the application on the grounds that the garage as proposed was overbearing and out of character in terms of its appearance when compared with the main dwelling and would have an adverse impact on the vistas and views in this part of the Slindon Conservation Area.**
- 2) That if approved, options to improve drainage should be investigated as part of the proposed works.**

## **8.2 SDNPA DECISIONS / PRE-APPLICATIONS/ UPDATES**

The following updates were noted:

- 8.2.1** Planning appeal relating to SDNP/17/03485/FUL - Mill Lane House , Top Road, BN18 0RP (refused by SDNPA).
- 8.2.2** Planning decision relating to SDNP/17/06404/FUL - Adams Field House School Hill BN18 0RA - refused by SDNPA.

## **8.3 SLINDON CONSERVATION AREA APPRAISAL & MANAGEMENT PLAN (CAAMP)**

It was noted that the draft CAAMP had been updated following the meeting between the SDNPA and the National Trust. This had resulted in some revisions to the issues and options section. The Trust had yet to provide their formal response to the SDNPA and the Officer dealing with the draft CAAMP was following this up with the aim of getting the document approved in a timely manner. Members would be kept informed of progress and **it was RESLOVED that the update be noted.**

## **9. HIGHWAYS AND RIGHTS OF WAY MATTERS**

### **9.1 Rights of Way Matters**

The Clerk reported that she had received information from the West Sussex Rights of Way (RoW) Team which set out details of completed works on the RoW network in the Parish during 2017 and the proposed RoW Vegetation Clearance Programme covering the period from June to August. It was agreed that copies of the RoW map for the parish be provided to Members.

### **9.2 A27 Resurfacing - Fontwell Roundabout 12<sup>th</sup> to 17<sup>th</sup> March 2018**

Notification of Highways England (HE) proposed overnight carriageway resurfacing at the Fontwell roundabout had been circulated to Members and to residents via the village round robin the previous week. Details of the diversions and more information about the works had also been provided. It was observed that the information provided by HE had been very generic and lacked any reference to the village. This was noted for future reference.

### **9.3 WSCC Consultation: Downland Area School Keep Clear Project - Slindon C of E Primary School Meads Way and Reynolds Lane**

The County had confirmed that due to the number of comments received on these proposals, they had been withdrawn from their rolling programme. Members did not wish to lose sight of progress with these proposals. It was noted that the County Council would be working with the school on alternative solutions

and that should one be identified, they would discuss them further in partnership with the wider community. This information had also been circulated to residents via the village round robin.

**10. WEST SUSSEX COUNTY COUNCIL MATTERS**

It was noted that County Councillor Derek Whittington would be looking into the condition of the highway at Courthill Farm Road / Northwood Lane.

**11. ARUN DISTRICT COUNCIL**

**11.1 Consultation on Proposed Parking Charges**

The Council received and noted details of the proposed changes to parking fees. It was understood that there would also be changes to the charges in Arundel.

**11.2 Report from Mr Dingemans**

Councillor Dingemans reported that the District Council was still waiting to hear from the Planning Inspector regarding the fate of their Local Plan. It was also noted that the District Council would be hosting Youth Council debates in their Chamber later in the week.

**12. NATIONAL PARK MATTERS**

**12.1** Councillor Dingemans reported that the Examiners Public Enquiry into the SDNPA Draft Local Plan was expected in June / July leading hopefully to adoption in the Autumn. The National Park had begun work with the water companies to secure supplies for the next 50 years. It was noted that an additional reservoir could be a possibility. National Parks were also being encouraged to submit pilot plans to DEFRA on delivering environmental schemes post Brexit. It was Also noted that DEFRA had launched a consultation the future of agriculture and the environment aiming for a "Green" Brexit.

**13. REPORT FROM THE CLERK**

**13.1** The Parish Council received and noted the contents of the Clerk's Report (copy attached to the minutes).

**14. FINANCE REPORT**

**14.1 BANK ACCOUNT RECONCILIATION**

The Parish Council received and noted the statement of account (copy attached to the minutes) showing that the Parish Council's bank balances had been reconciled with the known expenditure and income as at 28<sup>th</sup> February 2018. It was also noted that the quarterly checks had been brought up to date and the Council's books inspected by Councillor Adamson on 8<sup>th</sup> March 2018 with no matters arising.

Slindon Parish Council		Bank Balances @ 28/2/18
HSBC C/A @ 28/2/18	£ 14,334.56	
HSBC D/A @ 28/2/18	£ 25,583.40	
Pettycash balance @ 28/2/18	£ 100.00	
Less uncashed cheques *	-£ 660.00	
Total @ 28/2/18	£ 39,357.96	

**14.2 AUTHORITIES FOR PAYMENT**

The Parish Council had before it the list of payments for approval (previously circulated). **It was RESOLVED that the following payments be approved:**

Payee	Amount (basic cost)	Amount (VAT)*	Total Amount	Description
Mrs J Harris	£362.96p	N/a	£362.96p	Standing Order - Clerk's

				Monthly salary payment per timesheet attached for 12/2/18 -11/3/18
Coronation Hall Committee	£14.00p	N/a	£14.00p	Standing Order - Hall hire for Feb 18 Mtg
PA Wyatt	£822.00p	£164.40p	£986.40p	Chq Srl 100243 – repairs / replace fencing @ Recreation ground
Robert Jolly	£300.00p	N/a	£300.00p	Chq Srl 100244 – cleaning the war memorial

**15. COMMUNITY MATTERS**

**15.1 PREPARATIONS ANNUAL PARISH MEETING - MONDAY 19<sup>TH</sup> MARCH 2018**

A number of community groups had been in touch to confirm their attendance and preparations for the refreshments confirmed.

**15.2 SLINDON COMMUNITY LAND TRUST (CLT) -** There was nothing further to report.

**15.3 RECREATION GROUND**

**15.3.1** The Clerk reported that the tree works were due to start on 22<sup>nd</sup> March. Councillor Parfey reported that with help of fellow Councillors and local residents the hedge planting was nearly finished. It was expected that planting would be completed later in the week, weather permitting. He thanked volunteers and Councillors for their assistance. He stated that further plants, and canes/spiral wraps would also be required to complete the work and to cover the new hedge proposed at Top Playing Field. It was noted that this expenditure was within the budget **and it was therefore RESOLVED that the purchase of the additional hedging plants and materials as set out in Minute 15.3.1 be approved.**

**15.3.2** Councillor Parfey also reported that the renewal of the lease agreement between the Sport Association and the Parish Council had been completed. The recent Tribal Sports event had proceeded with out incident and the extent of the marshalling had proved effective at managing the event. It was noted that a community spring clean of the Ground and Pavilion was planned for April.

**15.4 THE MEMORIAL GARDEN**

The Clerk reported that the sundial had been inspected by the Parish Council's contractor and repairs were estimated to be in the region of £200. Following a discussion of the options Members concluded that there was no value in undertaking further work on the sundial at this time. It was therefore agreed that the condition of the sundial be monitored. Councillor Adamson agreed to carry out the maintenance of the memorial garden in March and the Clerk was asked to circulate a rota for the remainder of the year.

**15.5 NATIONAL TRUST**

Councillor Thomas advised that Gaston Farm would be opening for the annual lambing event on 17<sup>th</sup> March until 15<sup>th</sup> April. It was noted that extra provision for parking at the Farm was planned to help alleviate traffic congestion during the event.

**16. DATE OF NEXT MEETING – MONDAY 9<sup>th</sup> APRIL 2018**

The date of the next meeting was noted.

The meeting closed at 8.25 pm.

**Minutes signed as a true record.....Date:  
Chairman, Councillor Ann Watts.**