

SLINDON PARISH COUNCIL

Minutes of the Meeting of Slindon Parish Council

Held on Monday 11th March 2019

At the Coronation Hall, Reynolds Lane, Slindon at 7pm

PRESENT: Parish Councillors Niki Adamson (Chairman), Barbara Brimblecombe, Steve Chilver, Peter Fenton, Derek Thomas and Paul Wilkinson.

IN ATTENDANCE:

Mr Norman Dingemans, Arun District Councillor.

Ms Katie Archer, National Trust.

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 There were apologies from Mr Derek Whittington, West Sussex County Councillor.

3. TALK WITH US

There one member of the public present and no issues were raised.

4. DISCLOSURE OF INTERESTS

4.1 Councillor Fenton declared a personal and prejudicial interest in agenda item 14.8, Slindon Community Land Trust as Chairman of the Steering Committee and confirmed that he would leave the room if there was any discussion.

4.2 The Clerk declared a pecuniary interest in agenda item 17, appointment of a new Clerk as an employee and stated that she would leave the meeting when the Council came to consider the matter.

5. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11th February 2019

5.1 It was **RESOLVED** that the minutes of the meeting held on 11th February 2019 be approved and signed by the Chairman.

6. CHAIRMAN'S REPORT AND URGENT ITEMS

6.1 URGENT MATTERS – there were none.

6.2 CHAIRMAN'S REPORT

The chairman gave brief updates on the following matters:

- Members were reminded that the period for depositing nomination papers in respect of the forthcoming local government elections started on 19th March. The closing date was 4pm on 3rd April.
- A meeting had been arranged with the Sussex Association of Local Councils (SALC) to discuss recruitment of a new Clerk. She would update Members further later in the meeting.
- The Forge had very kindly offered to provide refreshments for the Annual Parish Meeting next week. Members were asked to arrive at the Hall at 6.15pm on the night to help with the set up.
- The Coronation Hall Support Group would be holding their AGM on 23rd April. Volunteers were sought to become Trustees. In common with many of the groups in the village, the Coronation Hall Committee needed more support – both physical and financial and Members were asked to bear this in mind.
- Reports of illicit door to door activity had been received where individuals claimed to be selling goods on behalf of a rehabilitation scheme. This was a

scam and people were advised not to open the door to them and to report incidents. A note would also be circulated via the village round robin and in the parish magazine.

- Members were requested to notify the Chairman of any issues to be raised at the SALC biannual meeting with the Chief Constable of Sussex Police.

It was RESOLVED that the updates be noted.

7. PLANNING MATTERS

7.1 PLANNING APPLICATIONS – there were none.

7.2 SDNPA DECISIONS / PRE-APPLICATIONS/ UPDATES – there was nothing further to report.

8. HIGHWAYS AND RIGHTS OF WAY MATTERS

8.1 A29 - Realignment Scheme (Bognor / Eastergate section)

The Chairman and Councillor Wilkinson had attended the public exhibitions. The main issues were that the scheme stopped short of Shripney and consequently offered no relief for that village and that it re-joined the existing road just short of the Fontwell roundabout. This led to questions as to whether the scheme would be enough as it was thought that there was already a significant infrastructure deficit in the area and increasing pressure from development. Reflecting on the volume of development in the area and the various highways schemes proposed including the A27 Arundel Bypass, Members considered it would be valuable to meet with the neighbouring parish of Walberton. **It was therefore RESOLVED that:**

- 1) Members would take this forward and contact the Clerk if assistance with the arrangements was required.**
- 2) The update be otherwise noted.**

8.2 Public Rights of Way (PRoW) update

The Council received the annual update on PRoW matters from West Sussex County Council (previously circulated). This included details of the Access Ranger areas, maintenance work completed in the last year and the Surface Vegetation Clearance Programme for 2019. Regarding PRoW 389, it was reported that the stile on the boundary was unsafe. It was noted that this was on private land and Members agreed to contact the landowner direct and take this forward. **It was therefore RESOLVED that:**

- 1) The landowner be requested to act regarding the stile on PRoW 389.**
- 2) The update be otherwise noted.**

9. WEST SUSSEX COUNTY COUNCIL – There was nothing further to report.

10. ARUN DISTRICT COUNCIL

10.1 Councillor Dingemans reported that with the local elections on the horizon, restrictions would be in place in the run up to the elections regarding publications coming from the District Council. It was also noted that the new leisure centre in Littlehampton was nearing completion.

11. NATIONAL PARK MATTERS

11.1 Councillor Dingemans reported that the annual Dark Night Skies Festival had been a huge success. It was noted that the SDNPA would be continuing to offer a packed annual events programme aimed at attracting people who might not otherwise visit the countryside to the Park.

12. REPORT FROM THE CLERK

12.1 The report had been omitted and would be circulated to Members after the meeting. It was noted that updates were included where appropriate at the relevant points on the agenda.

13. FINANCE REPORT

13.1 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 28th February 2019.

Slindon Parish Council		Bank Balances @ 28/2/19
HSBC C/A @ 28/2/19	£ 15,725.01	
HSBC D/A @ 28/2/19	£ 26,118.41	
Pettycash balance @ 28/2/19	-£ 103.51	
Less uncashed cheques *	£ -	
Total @ 28/2/19	£ 41,739.91	

13.2 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	£370.10p	N/a	£370.10p	Chq Srl 100272 - Clerk's Monthly salary payment per timesheet attached for 11/2/19 - 10/3/19
Coronation Hall Committee	£14.00p	N/a	£14.00p	Standing Order - Hall hire for Feb 19 Mtg
Hampshire Flag Company	£62.45p	£12.49p	£74.94p	Chq Srl 100273 - replacement flag pole base
Mrs J Harris	£43.20p	N/a	£43.20p	Chq Srl 100274 -expenses 2017/19
Mrs J Harris (Petty cash)	£203.51p	N/a	£203.51p	Chq Srl 100275 - petty cash requirement March.19
Came and Company	£532.80p	N/a	£532.80p	Chq Srl 100276 - Insurance renewal premium 2019.20

13.3 PARISH COUNCIL INSURANCE

Members had before them (previously circulated) an insurance renewal quote for the forthcoming year. There was a slight increase which reflected the claim that was made last October following the break in at the Recreation Ground and the replacement mower that had been acquired. The Clerk also provided clarification on a number of points relating the items included on the schedule of assets. Members were satisfied that the schedule was correct, and it was therefore **RESOLVED that the insurance renewal be approved and the annual premium for 2019/20 in the sum of £532.80p be paid.**

14. COMMUNITY MATTERS

14.1 THE POND

The Council received a presentation of ideas for improvements to the area surrounding the Pond including the path and bench. Members were supportive of the design and welcomed plans to upgrade the path and bench which was quite

old. Costs were not known at this stage and it was envisaged that much of the work would be carried out by volunteers from the Parish Council and National Trust. It was suggested that the proposals be presented at the Annual Parish Meeting to get a view from residents. The author of the proposals agreed to forward copies of the draft plans to the Clerk so that planning requirements could be investigated. In the meantime, it was agreed that Members be kept informed of progress.

14.2 ANNUAL PARISH MEETING – MONDAY 18TH MARCH 2019

It was noted that the invitation reminder had gone to the local community groups and businesses and that all other arrangements were in place. The Clerk was also compiling a presentation showing activities from the previous twelve months which included items provided by local community groups and the National Trust.

14.3 THE MEMORIAL GARDEN

The Clerk updated Members on the schedule of works that were proposed. A date for the repairs for the wall had yet to be confirmed. Regarding the gate, a second contractor had visited site and considered that the gate could not be repaired. He would therefore be preparing a quote for a replacement. Councillor Brimblecombe would be following up the repairs to the sundial with the contractor. **It was RESOLVED that the update be noted.**

14.4 RECREATION GROUND

It was noted that a new padlock for gates had been acquired and fitted. The reported that a resident had contacted her offering to plant additional hedging where the fencing had been repaired following the break in last October. Members expressed support for this proposal and thanked the resident.

14.5 THE TOP PLAYING FIELD

The Clerk reported that the local contractor previously used by the Council had visited the site and that having inspected the climbing frame, his opinion was that it should be replaced. He considered it would be beneficial if matting was also included because, in his opinion, although visible, the current matting was showing signs of becoming immersed in the grass. It would also provide additional protection for users. A quote for a replacement had been received that day totalling £3,424 + VAT and Members sought clarification regarding the warranty. There was a brief discussion of the options and observing the condition of the frame it was agreed that if necessary, it be removed anyway. The Chairman and Councillor Thomas would investigate if this was required. In view of the late Easter break it was also considered prudent to wait until this Bank Holiday was over before the new equipment was fitted. **The Parish Council therefore RESOLVED that: The quote for the replacement of the climbing frame at the Top Playing Field be accepted and subject to confirmation regarding the equipment warranty, that the Clerk be authorised to instruct the Council's contractor accordingly.**

14.6 NEIGHBOURHOOD WATCH – There was nothing further to report.

14.7 THE COMMUNITY BUS

Councillor Brimblecombe reported the service remained popular and was well used.

14.8 SLINDON COMMUNITY LAND TRUST STEERING GROUP

It was noted that the Group would be giving an update at the forthcoming Annual Parish Meeting.

14.9 NATIONAL TRUST

Ms. Archer provided the Council with an update on upcoming events and progress with various projects on the Estate. It was noted that the mob hedging had been hugely popular and achieved its objectives; that the Gumber Bothey Campsite would be opening soon and that work on the walls at Downes Barn would be starting shortly. She reported that owing to ongoing issues with fly tipping, careful consideration was being given to installing a height restriction barrier at the Park Lane carpark. She also took the opportunity to remind the meeting that the use of metal detectors was not permitted on the Estate. Finally, Northwood would be hosting a tree planting to mark the centenary of the Women's Institute.

15. DATE OF NEXT MEETING – MONDAY 8th APRIL 2019

The date of the next meeting was noted.

The Clerk left the meeting at 8.15pm.

16. EXEMPT BUSINESS – it was RESOLVED that the Public and accredited members of the Press be excluded from the meeting under Section 100 of the Local Government Act 1972 due to the confidential nature of the business to be conducted.

The following item is confidential for Members of the Council only in accordance with Paragraphs 1 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972, being information relating to any individual, any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

17. APPOINTMENT OF A NEW CLERK

The Chairman updated Members on the progress with finding a replacement Clerk. An expression of interest had been received but was no longer being progressed and a meeting had been arranged with SALC the following day to discuss the Parish Council's requirements. The current Clerk had confirmed her willingness to remain in post until a replacement was found and was preparing a handover to assist with the transition. Members discussed the role and the support that the Parish Council would need going forward. **It was RESLOVED that the Chairman continue her dialogue with SALC to find a suitable candidate and that Members be kept informed of progress.**

The meeting closed at 8.35 pm.

Minutes signed as a true record.....Date:
Chairman, Councillor Adamson