



WARNHAM PARISH COUNCIL

Clerk: Mrs Ashley Brooks, 5 West Way, Slinfold, RH13 0SB

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MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD AT 7.30 PM ON TUESDAY 25TH JUNE 2019 IN THE PARISH ROOM, CHURCH STREET, WARNHAM

PRESENT: Councillors, Mr G Read (Acting Chairman), Mrs S Pavey, Cllr S Ritchie (HDC), Mr W Mclaughlin, Mr P Bickford, Cllr Christian Mitchel (WSCC), Cllr T Youtan (HDC) and the Clerk Mrs A Brooks.

MEMBERS OF THE PUBLIC PRESENT: Mr David Bridges, Mr Ivor Gibbs, Mr Peter Coveney and Mr Peter Catchpole and Mr Kevin Slatter from Ni4H.

	ACTION COMMITTEE
<p>1. MATTERS RAISED BY MEMBERS OF THE PUBLIC</p> <p>Mr P Catchpole and Mr K Slatter were representing Ni4H and Mr Catchpole read out a written statement that detailed their reasons for objecting to the appeal. Ni4H are aiming to register as a 'Rule 6 Party' in the inquiry and hire a barrister to represent them.</p> <p>The Parish Council agreed that they support Ni4H's reasons for objection, however, they want to ensure that any monetary donation to the cause is used in the most efficient way. Clerk to email North Horsham Parish Council to agree a date for a meeting between, WSCC, Ni4H and the parish councils to discuss the best way forward.</p>	Clerk
<p>2. PRESENTATION FROM EIBE – HOLLANDS WAY PLAYGROUND DESIGN</p> <p>Stuart Evans and Lauren McDougal from Eibe presented their design to the parish council. The proposed design will replace the current multiplay, baby springers, toddler slide and spinner and includes: a bespoke multiplay unit with multiple climbing apparatus and unique broad slide, a new toddler play unit with steps, slide and lookout platforms, bouncy lily pads, stand-up see-saw, trim trail, pick-up-sticks climbing frame and several other items. The toddler swings will also be refurbished. The cableway, aerial rotating swing and the swings, will remain as they are.</p> <p>The Parish Council approved the design, subject to positive comments from residents, parents and children. Clerk to showcase the design at the school fair on 29th June and gather comments.</p>	Clerk
<p>3. REPORTS FROM WSCC AND HDC REPRESENTATIVES</p> <p><u>Christian Mitchell (WSCC)</u> informed the PC that both Children's services and the Fire and Rescue Service have been highlighted as requiring improvement. Assistance is being sought from commissioners from Hampshire for Children's Services. Cllr Mitchell also provided an update of the meeting with Stephen Reed (WSCC Highways) regarding the BBH road closures. Traffic counters have been requested for Strood Lane/Byfleets Lane, these should be in place by July. Mrs Pavey requested traffic counters on Northlands Road as this is also being impacted by rat running from the A29 through to Bell Road and the A24. Clerk to request additional traffic counter from Stephen Reed.</p> <p><u>Stuart Ritchie and Tricia Youtan (HDC)</u> – Warnham NDP is due to be put to full council on 26th June to be 'made'. The Liberals have proposed a motion regarding climate change and this will be discussed at the full council meeting.</p>	Clerk

<p>4. APOLOGIES FOR ABSENCE Apologies were received from Mrs A Lloyd, Mrs F Robinson and Mr C Gould and were accepted.</p>	
<p>5. DECLARATIONS OF INTERESTS Mr P Bickford declared an interest in agenda item 7 as his son is an applicant.</p>	
<p>6. TO APPROVE THE MINUTES OF 14TH MAY 2019 The minutes were approved and signed by the Chairman.</p>	
<p>7. CO-OPTION APPLICATION Two application forms were received from residents for a co-option seat on the council. Mr Ritchie proposed to defer this agenda item until the July meeting, in order to allow each applicant the opportunity to present themselves to the council and to allow all councillors to vote. All agreed. Clerk to notify applicants.</p>	Clerk
<p>8. TO NOTE PROGRESS REPORT A report had been circulated with the agenda and was noted.</p>	
<p>9. INCINERATOR – NORTH HORSHAM PARISH COUNCIL REQUEST FOR SUPPORT AT APPEAL HEARING Mrs Pavey and Mr Gould attended a meeting with North Horsham PC (NHPC) Rusper and Colgate Parish Council to explore the possibility of hiring a junior barrister to represent a cluster of parish councils at the inquiry. It is unlikely that parish councils would have sufficient funds on their own, but as a group, it may be possible. Mrs Pavey and Mr Gould to meet with the councils again and to invite Jane Moseley from WSCC to confirm what studies the County Council are producing. The Parishes may be able to commission reports on the remaining grounds for refusal that are not being fought by WSCC. Mrs Pavey to find out the cost of a visual impact report and report back.</p>	Mrs Pavey
<p>10. ANNUAL GOVERNANCE AND ACCOUNTIBILITY RETURN 2018/19 – ANNUAL GOVERNANCE STATEMENT Section 1 of the Annual Audit Return (Annual Governance Statement) had been circulated with the agenda and was approved by all for signature by the Chairman and the Clerk.</p>	
<p>11. ANNUAL GOVERNANCE AND ACCOUNTIBILITY RETURN 2018/19 – ACCOUNTING STATEMENTS Section 2 of the Annual Audit Return (Accounting Statements) had been circulated with the agenda and was approved by all for signature by the Chairman and the Clerk. The Bank Reconciliation and Explanation of Variances were also noted. Clerk to finalise Annual Return papers and submit to Moore Stephens LLP.</p>	Clerk
<p>12. TRAFFIC MATTERS UPDATE <u>Friday Street</u> – The Exception Report has now been accepted by WSCC Highways and 1 amendment is required to incorporate an additional speed cushion outside the Greets Pub. Clerk to discuss with WSCC and Stilwell Ltd (Consultants) as the parish council does not consider the additional cushion to be necessary, due to the parked cars. <u>Bell Road</u> – Wilbar Associates have amended the scheme drawings to include cycle features. The scheme extends the 20mph zone along Bell Road to the A24 and aims to achieve an average of 20mph through 5 speed humps. Clerk to submit to Chris Stark (WSCC Highways) for inclusion in their Community Highways Scheme. Mrs Pavey flagged up the fallen tree on Northlands Road and the state of the verges by the new Northlands development. Clerk to log on Love West Sussex and contact HDC respectively.</p>	Clerk Clerk Clerk
<p>13. NEIGHBOURHOOD DEVELOPMENT PLAN UPDATE The Neighbourhood Development Plan received a YES vote at the referendum on 13th June 2019. The Plan is being taken to full council at Horsham District on Wednesday 26th June to be ‘made’.</p>	

<p>14. NEW WEBSITE QUOTATIONS Quotations from 3 companies were circulated with the agenda: Vision ICT, Ecom Solutions and Netwise. A fourth company was recommended to be approached for a quotation before making a decision. Clerk to contact Webtech and update report for July meeting.</p>	Clerk
<p>15. PLAYGROUND WORKING GROUP UPDATE Minutes of the Hollands Way Playground Working Group meeting on 5th June 2019, were circulated with the agenda and noted. See Agenda Item 2.</p>	
<p>16. FINANCE AND AGENDA ADVISORY GROUP Minutes of the FAAG meeting on 11th June 2019 were circulated with the agenda and were noted. The following recommendations were approved: - Approved that the text ‘Including £300 Section 137 payment for the WW1 Silhouettes’ should be added to Item 17, Page 3 in the minutes from the October 2018 Ordinary PC meeting. Clerk to amend. - The War Memorial post and chains be replaced and concreted in at a cost of £300.</p>	Clerk
<p>17. KINGSFOLD DEFIBRILLATOR QUOTATION 2 Quotations were obtained for the installation and purchase of a defibrillator and heated cabinet at the Owl Pub in Kingsfold, following a request from the Kingsfold Residents Association. It was RESOLVED to purchase a Cardiac Science Powerheart G5 with Armor Stainless Steel Cabinet with Adams Electrical Services to install, at a total cost of £1925 +vat. Clerk to order and book in the installation.</p>	Clerk
<p>18. GATWICK – SECOND RUNWAY AND FASIS STAGE 3 Several consultations are expected over the summer period including the Gatwick Masterplan, Modernisation of Airspace – Stage 3 Consultation and a Route 4 Consultation. All agreed that Mrs Pavey should draft the responses and send around to all for discussion at a Parish Council meeting.</p>	Mrs Pavey
<p>19. PLANNING COMMITTEE The Planning Report was circulated with the agenda and was noted.</p>	
<p>20. TO APPROVE PAYMENTS AND FINANCIAL REPORT A financial report up to 31st May 2019 had been circulated prior to the meeting and was noted. It is RESOLVED that the schedule of payments on the list attached, totalling £3213.19 (gross including VAT) and £3110.29 (net not including VAT) is approved for payment. Bank reconciliation was signed following checks of the bank statements for May.</p>	
<p>21. CORRESPONDENCE WSCC has provided helpful information about Ash Dieback Disease. To be considered by the parish council at the July meeting. Inspired Villages has written to all councillors regarding the proposed L&G retirement development south of Broadbridge Heath. The draft terms for the Village Hall transfer have been received. Clerk to forward around to all.</p>	Clerk
<p>22. REPORTS AND MATTERS RAISED BY MEMBERS It was noted that there is a Campervan parked in the VH car park again. Mr Bickford noted that a rough estimate has been sought from WSCC Highways for installing a height barrier for the car park to prevent larger vehicles from using the car park.</p>	

The meeting closed at 9.30pm

Chairman..... Date.....
Mrs Ashley Brooks, Parish Clerk 2019.

PAYMENTS FOR APPROVAL AT PARISH COUNCIL MEETING 25th June 2019

Date of transaction	Beneficiary	Purpose of Expenditure	Net Amount (£)	Gross Amount (£)	VAT that cannot be recovered (£)
07/05/2019	Nest pension	Payroll	53.20	53.20	
07/05/2019	WSALC subs	Subscriptions	632.24	632.24	
09/05/2019	Intuit (Quickbooks)	Operational cost	27.00	32.40	
10/05/2019	Westcote c Ltd (Speed sign battery)	Parish maintenance	87.50	105.00	
10/05/2019	JR Print (NDP printing)	NDP	109.08	109.08	
10/05/2019	Netcom IT(computer licence)	Operational cost	11.30	13.56	
10/05/2019	JR Print (NDP printing)	NDP	19.50	19.50	
10/05/2019	JR Print (NDP printing)	NDP	11.85	11.85	
10/05/2019	JR Print (NDP printing)	NDP	64.44	64.44	
10/05/2019	JR Print (Agendas)	Operational cost	27.72	33.26	
10/05/2019	Streetlights (repairs)	Parish maintenance	126.50	151.80	
10/05/2019	Streetlights (contract Q1 and 2 19-20)	Parish maintenance	219.76	263.71	
10/05/2019	E.ON	Streetlight electricity	59.08	62.03	
29/05/2019	Payroll	Payroll	1,131.82	1,131.82	
31/05/2019	Payroll	Payroll	432.00	432.00	
31/05/2019	Payroll	Payroll	97.30	97.30	
TOTAL			3,110.29	3,213.19	