



## WARNHAM PARISH COUNCIL

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

Tel: 01403 790664 E-mail – clerk@warnham.org.uk

### MINUTES OF THE ORDINARY COUNCIL MEETING HELD AT 7.30 PM ON TUESDAY 12<sup>th</sup> MARCH 2019 IN THE PARISH ROOM, CHURCH STREET, WARNHAM

PRESENT: Councillors Mr R Purcell, Mrs P Brinkler, Mrs A Lloyd, Mr A Wilks, Mrs S Pavey, Cllr S Ritchie (HDC), Cllr T Youtan, Cllr C Mitchell and the Clerk Mrs A Brooks.

MEMBERS OF THE PUBLIC PRESENT: Mr J Dezberg.

	ACTION COMMITTEE
The Chairman and Vice-Chairman were absent, and members elected Mr Purcell as the Chairman for this meeting.	
1. MATTERS RAISED BY MEMBERS OF THE PUBLIC. One member of the public was present to observe the meeting.	
2. APOLOGIES FOR ABSENCE Apologies from Mrs H Farquhar (Chairman), Mr G Read, Mr J Hamer, Mr W McLaughlin and Mr M Wiffen were given and accepted.	
3. DECLARATION OF INTERESTS – Mr Wilks declared an interest in the Village Hall Planning application in case of discussion under agenda item 14.	
4. TO APPROVE MINUTES OF 22 <sup>nd</sup> JANUARY 2019 The minutes were approved by all as a correct record and signed by the Chairman.	
5. TO NOTE PROGRESS REPORT A report had been circulated with the agenda and the following items were noted: <ul style="list-style-type: none"> <li>- The Operation Watershed works are progressing. The Byfleets Lane and cricket field works are complete and to a good standard. It has now come to light that further work may now be required at the bottom of Byfleets Lane (Friday Street). Work on Mayes Lane is currently ongoing. Culvert jetting and ditch clearance work on Station Road is due to start on 18<sup>th</sup> March.</li> <li>- Cllr Ritchie confirmed that a provision is included in the North Horsham development Sct 106 Agreement to allow for mitigation measures to be considered, if the new development causes an unacceptable increase in traffic through the village.</li> <li>- Mrs Pavey noted that following the recent heavy rain, there has been substantial flooding on Northlands Road. <b>Mrs Pavey to send the Clerk photographs of the problem.</b></li> </ul>	Mrs Pavey Clerk
6. REPORTS FROM WSCC AND HDC REPRESENTATIVES: Cllr Mitchell (WSCC) advised that the council tax for 2019/20 had been set. No Velo South event is planned for this year, although one may be held in 2020. Further amendments to the Great Daux roundabout scheme have been relayed to the residents most affected by the changes. Stephen Reed (Project Manager, WSCC Highways) to send the parish council the up-to-date proposals. We may experience delays in meeting with Chris Stark as he now works 4 days a week in the office. WSCC will only be defending the Britaniacrest Planning Appeal on one ground which is	

<p>‘Landscape and Visual Amenity’. The Inquiry will take place in October 2019. Cllr Youtan (HDC) informed the parish council that HDC are setting up their own affordable housing company which will develop and run affordable housing for Horsham district residents. The Neighbourhood Warden schemes have been a success where they have been implemented for example in Pulborough and Billingshurst. <b>Cllr Youtan will liaise with Planning Compliance regarding Field Place HGV movements.</b> Cllr Ritchie advised that HDC have set an RPI council tax rise for 2019/20. The Apprenticeship Fair held in Horsham was a great success.</p>	
<p>7. TRAFFIC MATTERS UPDATE  <u>Friday Street scheme</u> – The parish council are waiting for the Exemptions Report from Chris Stark (WSCC). <b>Clerk to fwd emails to Cllr Mitchell</b> in order to speed up the process.  <u>Bell Road</u> – Wilbar Associates quotation for amending the Bell Road scheme to include road humps and cycle logos was £1240 +vat. All agreed to proceed with the work.  <u>The A24 40mph speed limit</u> – <b>Clerk to chase up progress on this.</b></p> <p>Mrs Pavey mentioned the ‘unfinished’ appearance of the Bell Road/A24 junction following the recent works by WSCC. <b>Clerk to request that the verge is seeded.</b> Mrs Pavey also noted that the surface along Marches Road is deteriorating.</p> <p>Fingerposts around the parish are deteriorating. Mr Purcell noted that the County Council will no longer replace or repair fingerposts and this is now left to the parish council. <b>All councillors to check fingerposts in their areas and report their state and necessary repair or replacement to the Clerk.</b>  [Cllr Mitchell left the meeting at 8.20pm].</p>	<p>Clerk &amp; Cllr Mitchell</p> <p>Clerk</p> <p>Clerk</p> <p>All councillors &amp; Clerk</p>
<p>8. NEIGHBOURHOOD DEVELOPMENT PLAN – APPROVAL OF THE REFERENDUM DOCUMENT</p> <p>The Neighbourhood Development Plan - Referendum Version was circulated to all councillors prior to the meeting. Mr Purcell reported that the main change proposed by the Examiner, is to change the wording of the number of homes from ‘around 50 homes’ to ‘a minimum of 50’. This change is not considered significant as the ‘50-60 dwellings’ number is still included in the text in Chapter 5.</p> <p>Mr Purcell proposed a MOTION to accept the WNDP and take forward to referendum. All voted in favour and the motion was passed. Mr Purcell to notify Norman Kwan at HDC who will organise the referendum.</p>	<p>Mr Purcell</p>
<p>9. YOUTH CONTRACT</p> <p>The Clerk reported that Horsham Matters are no longer offering the youth work service to the Slinfold, Broadbridge Heath and Warnham cluster. All agreed that no immediate action needs to be taken.</p>	
<p>10. GATWICK</p> <p>Future Airspace Strategy Implementation South (FASIS) - Mrs Pavey to find out about this strategy by the end of March and report back.</p> <p>The Noise Management Board will be run independently by Gatwick from now on.</p> <p>The Government has produced a Green Paper on Aviation – the deadline for comments is 20<sup>th</sup> June and Mrs Pavey suggested the PC should comment on this one. <b>Clerk to include in Warbler article and Newsletter.</b></p> <p>The DfT are setting up an independent body to deal with aircraft noise.  [Cllr Youtan left the meeting – 8.40pm].</p>	<p>Clerk</p>
<p>11. FINANCE AND AGENDA ADVISORY GROUP</p> <p>Minutes of the FAAG meeting on 26<sup>th</sup> February 2019 were circulated with the agenda and were noted. The recommendations were approved by all.</p> <p><b>Recommendations:</b></p> <ul style="list-style-type: none"> <li>- Approve the Wilbar Associates quotation for Bell Road scheme drawings update.</li> <li>- To leave the decision of whether to donate funds to the Ni4H campaign group to the new Council in May.</li> </ul>	

Email received from a resident suggesting the PC put a notice in the Warbler regarding the closure of the BBH bypass. As the PC is uncertain of the traffic impact the roadworks and closure will have on the traffic in the parish, it was decided to not pursue this further. <b>Clerk to respond to resident.</b>	Clerk
12. BRITANIACREST INCINERATOR - APPEAL Discussed in agenda item 6.	
13. GATWICK Duplicate agenda item included in error. See Item 10.	
14. PLANNING COMMITTEE The Planning Report was circulated with the agenda and was noted. Mr Purcell noted that the Bodywise Gym application DC/18/1846 has been withdrawn.	
15. TO APPROVE PAYMENTS AND FINANCIAL REPORT A financial report up to the 28 <sup>th</sup> February 2019 had been circulated prior to the meeting and was noted. It is RESOLVED that the schedule of payments on the list attached, totalling <b>£10,784.64 (gross including VAT) and £10,514.45 (net not including VAT)</b> is approved for payment.	
16. CORRESPONDENCE - Clerk received a letter from a resident praising the PC's work on opposing the incinerator. - Email from PCSO informing the PC about the Police Property Act Fund which can provide funding for voluntary and charitable organisations and community groups up to £500. <b>Clerk to forward email to Mrs Lloyd and Mrs Brinkler.</b> - The Clerk raised the idea of installing a kissing gate in the entrance to the cricket field near the transformer, at the suggestion of Nigel Bird the RoW officer for WSCC. All agreed a kissing gate might look out of place in this location. <b>Clerk to find out the required width for the gap and suggest taking out, or moving, one wooden bollard to Mr Bird.</b> - Letter received from SSALC requesting notice of any events we may have planned where we would like to have uniformed military presence. No further action.	Clerk  Clerk
19. REPORTS AND MATTERS RAISED BY MEMBERS <u>Mrs Pavey</u> – Asked when the candidates standing for re-election in the PC elections are known. The Clerk advised that nomination packs have to be in to HDC by 3 <sup>rd</sup> April (delivered by hand) and we will know by 8 <sup>th</sup> April if the election will be contested. <u>Mrs Lloyd</u> – Raised the possibility of changing the route of the 93 bus to stop outside the hospital and train station. This has been raised previously with no progress by Metrobus.	

The meeting closed at 9.15pm

Chairman..... Date.....

Mrs Ashley Brooks  
Parish Clerk 13<sup>th</sup> March 2019.

<b>PAYMENTS FOR APPROVAL AT PARISH COUNCIL MEETING 12th MARCH 2019</b>
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Date of transaction	Beneficiary	Purpose of Expenditure	Net Amount (£)	Gross Amount (£)	VAT that cannot be recovered (£)
15/01/2019	ICO (Data Protection Reg)	Operational cost	35.00	35.00	
15/01/2019	Payroll	Payroll	3,679.16	3679.16	
29/01/2019	Payroll	Payroll	889.54	889.54	
30/01/2019	Tarbet Tree Care (benches)	Parish asset	780.00	780.00	
30/01/2019	Payroll	Payroll	247.14	247.14	
30/01/2019	Payroll	Payroll	500.00	500.00	
30/01/2019	Payroll	Payroll	303.44	303.44	
30/01/2019	Olive Thornton (Telephone box)	Parish maintenance	30.00	30.00	
30/01/2019	HMRC payroll tax	Payroll	354.71	354.71	
30/01/2019	Netcom IT Solutions (Off 365 lic)	Operational cost	10.40	12.48	
30/01/2019	JR Print (Agendas)	Operational cost	100.80	120.96	
30/01/2019	Village Hall room booking	Room booking	16.85	16.85	
30/01/2019	Fenland Leisure (swing shackles)	Parish maintenance	16.50	19.80	
01/02/2019	Nest (Pension)	Payroll	33.82	33.82	
04/02/2019	Fenland Leisure (swing shackles)	Parish maintenance	16.50	19.80	
04/02/2019	Royal Mail licence	Operational cost	118.80	118.80	
06/02/2019	Intuit Ltd (Quickbooks)	Operational cost	25.92	32.40	
25/02/2019	E.ON	Street lighting	53.56	56.24	
25/02/2019	Imperative training(Defib battery)	Parish asset	250.00	300.00	
25/02/2019	Netcom IT Solutions (Off 365 lic)	Operational cost	10.40	12.48	
25/02/2019	Atlas Direct Mail (Incinerator Mailout)	Operational cost	198.82	238.58	
25/02/2019	Wicksteed Leisure inspections	Parish maintenance	135.00	162.00	
25/02/2019	Atlas Direct Mail (Elections)	Operational cost	178.52	214.22	
25/02/2019	Atlas Direct Mail (Elections)	Operational cost	388.27	465.92	
27/02/2019	Anne Davies (NDP website)	NDP	67.97	67.97	
28/02/2019	Payroll	Payroll	889.54	889.54	
28/02/2019	Payroll	Payroll	444.00	444.00	
28/02/2019	Payroll	Payroll	97.75	97.75	
28/02/2019	Payroll	Payroll	321.13	321.13	
28/02/2019	HMRC payroll tax	Payroll	310.91	310.91	
28/02/2019	Olive Thornton (Telephone box)	Parish maintenance	10.00	10.00	
<b>TOTAL</b>			<b>10,514.45</b>	<b>10,784.64</b>	