



## 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 PARISH COUNCIL MEETING HELD AT 7.30 PM ON TUESDAY 21<sup>st</sup> JANUARY 2020 IN THE PARISH ROOM, CHURCH STREET, WARNHAM

PRESENT: Councillors, Mrs A Lloyd (Chairman), Mr G Read, Mr C Gould, Mrs F Robinson, Mr P Bickford, Mr I Gurling, Mrs S Pavey, Cllr S Ritchie (HDC), Cllr C Mitchell (WSCC) and the Clerk Mrs A Brooks.

MEMBERS OF THE PUBLIC PRESENT: None.

	ACTION COMMITTEE
1. MATTERS RAISED BY MEMBERS OF THE PUBLIC None.	
2. APOLOGIES FOR ABSENCE Apologies were received from Mr W Mclaughlin, Mr T Bickford, Mrs M Byrne and Cllr T Youtan (HDC) and were accepted.	
3. DECLARATIONS OF INTERESTS Mrs Pavey – Item 14.	
4. REPORTS FROM WSCC AND HDC REPRESENTATIVES <u>Cllr Youtan</u> sent a report via email prior to the meeting: <i>HDC have requested that WSCC resolve the tailbacks that are being caused by timings of the new traffic lights on the Farthings Hill roundabout. HDC Planners are working on details for the Horsham District housing needs and will be determining which of the many sites developers have put forward will be considered.</i> <u>Cllr Mitchell</u> informed the PC that the East Sussex Chief Executive is working as the part-time Chief Exec of WSCC, until April. WSCC will be proposing a 3.99% increase in council tax for 20/21. This includes an additional 2% specifically for adult social care. Cllr Mitchell had been informed about a request from a resident for a TRO on Northlands and Marches Road to reduce the speed limit for vulnerable road users (pedestrians, cyclists and horses). <b>Clerk to contact resident to ask for more information about her application.</b> <u>Cllr Ritchie</u> advised that HDC will be setting a balanced budget for 20/21. The Local Plan list of sites is to be published imminently and contains site appraisals. The PC will be attending the Local Plan workshop on 6 <sup>th</sup> February to find out more. [Cllr Mitchell left the meeting].	Clerk
5. TO APPROVE THE MINUTES OF 3 <sup>rd</sup> DECEMBER 2019 The minutes were approved by all and signed by the Chairman.	
6. TO NOTE PROGRESS REPORT A report had been circulated with the agenda and was noted. WSCC appear to be gritting Church Street. This has not been confirmed by WSCC. <b>Mrs Pavey to provide Clerk with the contact details of the Officer at WSCC Highways for the flooding problem on Northlands Road. Clerk to chase up.</b>	Mrs Pavey and the Clerk



<p>11. 2019 TREE SURVEY RESULTS AND ACTIONS</p> <p>The Village Hall Oak Tree and the parish council owned trees on the Village Green, Cricket Field, Gregsons Woodland and street verges were surveyed in winter 2019. The reports were circulated with the agenda and were discussed. The following actions were agreed by all:</p> <p><u>Village hall oak tree:</u></p> <ul style="list-style-type: none"> <li>- <b>Invite tenders for the removal of the two slender limbs on the north west side of the crown</b></li> <li>- <b>Ask Mr Maughan to complete visual inspection of tree every 3 months and complete inspection form.</b></li> </ul> <p><u>Tree survey:</u></p> <ul style="list-style-type: none"> <li>- <b>Invite tenders for the required work on the village green, Gregsons and the cricket field</b></li> <li>- <b>Ask Env. Officer to undertake smaller tasks such as weeding, mulching and removing tree stakes</b></li> <li>- <b>Obtain a quotation from JPC trees to carry out re-survey of Gregsons Wood ash trees in Summer 2020</b></li> <li>- <b>Produce a tree planting plan and liaise with David Bridges.</b> – Mr Gurling to discuss this with Mr Bridges.</li> </ul>	<p>Clerk</p> <p>Mr Gurling</p>
<p>12. RECREATION ADVISORY GROUP UPDATE</p> <p>The minutes of the Recreation Advisory Group were circulated with the agenda and were noted.</p> <p><b>Clerk to chase up the Cricket Club</b> to ask about the new calculations from Labosport with regards to the ball netting height required to protect the houses and playground.</p> <p><b>Clerk and Mr T Bickford to include dates of Wild About Warnham talks</b> by D Bridges on the website calendar and Warnham Society events. Mr Bridges will be doing a dawn chorus walk on 3<sup>rd</sup> May starting at 5.30am.</p> <p><b>Mr Gould to assist with getting quotations from mobile welders for the zip wire cable housing, Clerk to provide details to Mr Gould.</b></p> <p>The playground crowdfunding continues. If the target amount is not obtained, the PC will look into reducing the items of new equipment to fit the available budget. <b>Clerk to look into fundraising events that have been proposed by local groups and businesses.</b></p> <p>Quotations have been obtained from Horsham Fencing and Juniper Fencing for the repair of the village hall fence and playground fence. <b>Clerk to contact another for a quote.</b></p>	<p>Clerk</p> <p>Clerk and Mr T Bickford</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>13. CAGNE DONATION REQUEST AND GATWICK UPDATE</p> <p>CAGNE has requested that the PC write to the Secretary of State to ask that the growth plans for Gatwick’s main runway are considered as a Nationally Significant Infrastructure Project (NSIP). This would ensure that the growth plans are adequately scrutinised for environmental and other impacts. <b>No decision made – to be discussed at March meeting.</b></p> <p>Gatwick News – The Noise Management Board has two new Chairpersons. The emergency runway will need to be re-built in order to meet safety requirements.</p> <p>[Mrs Pavey left the meeting].</p> <p>CAGNE has requested a donation of £1000 towards legal fees to oppose the Emergency Runway Development Consent Order. This request was discussed. The Council is opposed to any additional runways at Gatwick and the PC’s Gatwick Policy Statement sets out that the PC will seek to protect its residents from increased frequency of flights and harmful effects on local infrastructure. The Parish Council would like to obtain further views of the residents regarding this donation and will seek more information regarding CAGNE’s plans for opposing the DCO, to ensure that parish council funds are spent in the most effective way.</p> <p>[Mrs Pavey returned to the meeting].</p> <p><b>Mrs Pavey to draft a summary to include in publicity material to circulate to</b></p>	<p>Mrs Pavey</p>

<p><b>parishioners.</b>  <b>Clerk to put information</b> on Facebook, website, noticeboards and Warbler to gather views.  Item will be discussed again at March PC meeting.</p>	Clerk
<p>13. PLANNING COMMITTEE  The Planning Report was circulated with the agenda and was noted.  Permission has been granted for the Biffa Soil Heat Treatment and Washing Facility at Langhurstwood Road. Mr Read informed everyone that this would not be implemented straight away.</p>	
<p>14. TO APPROVE PAYMENTS AND FINANCIAL REPORT  A financial report up to 31<sup>st</sup> December 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>£9009.81 (gross including VAT) and £8311.43 (net not including VAT)</b> is approved for payment.</p>	
<p>15. CORRESPONDENCE  <b>Emails:</b>  - Mobile library letter – WSCC will no longer be providing the mobile library service as the vehicle is no longer roadworthy. <b>Clerk to circulate this news.</b>  - Andy Flack from HDC has confirmed that Threestile Road will be changed to ‘Knob Hill’ following consultation with residents. Threestile Rd will remain on the road nameplates as well.  - SSALC Survey – Clerk completed with councillors and will send off response.  - Colin McFarlane – email with traffic concerns. <b>Clerk to respond.</b>  - Sussex Police request for PSCO supervisor to attend a meeting. <b>Clerk to invite to May</b> or summer meetings.  - Local Plan Consultation Workshop – HDC – PC to attend.  - Updated WSCC Permit scheme – PC will not comment.  - Gatwick Roundtable meeting about expansion plans – PC representatives to attend.</p>	Clerk  Clerk Clerk Clerk
<p>16. REPORTS AND MATTERS RAISED BY MEMBERS  Mr G Read attended the Biffa meeting.  Mr Read and Mrs Lloyd attended the Village Hall AGM. There is a PC representative vacancy on the VH Management Board. The VH accounts will be discussed at the March PC meeting.</p>	

The meeting closed at 9.40pm

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

Mrs Ashley Brooks, Parish Clerk 22<sup>nd</sup> January 2020.

**PAYMENTS FOR APPROVAL AT PARISH COUNCIL MEETING 21st January 2020**

<b>Date of transaction</b>	<b>Beneficiary</b>	<b>Purpose of Expenditure</b>	<b>Net Amount (£)</b>	<b>Gross Amount (£)</b>	<b>VAT that cannot be recovered (£)</b>
01/11/2019	Nest Pension	Payroll	54.97	54.97	
04/11/2019	Business espresso website	Operational cost	690.00	828.00	
06/11/2019	Intuit Quickbooks	Operational cost	27.00	32.40	
08/11/2019	Payroll	Payroll	676.00	676.00	
11/11/2019	Streetlights	Operational cost	219.76	263.71	
11/11/2019	Netcom IT (it support)	Operational cost	27.50	33.00	
11/11/2019	Horsham DC (playground insp)	Operational cost	72.00	86.40	
13/11/2019	Speed device	Asset purchase (Speed gun)	428.68	514.42	
20/11/2019	Go Cardless (Spacehive setup)	Operational cost	0.01	0.01	
26/11/2019	Village Hall Room Booking	Operational cost	16.85	16.85	
26/11/2019	Royal Mail (licence)	Operational cost	113.29	135.95	
26/11/2019	SSALC training	Operational cost	140.00	168.00	
26/11/2019	Village Hall Room Booking	Operational cost	16.85	16.85	
27/11/2019	Grasstex	Parish maintenance	742.00	890.40	
27/11/2019	John Harraway (oak survey)	Parish maintenance	475.00	570.00	
29/11/2019	Payroll	Payroll	1,151.25	1,151.25	
02/12/2019	Payroll	Payroll	472.00	472.00	
02/12/2019	Payroll	Payroll	104.20	104.20	
02/12/2019	Payroll	Payroll	5.89	5.89	
05/12/2019	Payroll (Pensions)	Payroll	54.97	54.97	
06/12/2019	Royal British Legion (Wreath)	Sct 137 payment	25.00	25.00	
06/12/2019	E.ON	Operational Cost	74.83	78.57	
09/12/2019	Intuit Quickbooks	Operational Cost	27.00	32.40	
23/12/2019	Atlas Direct Mail (Leaflets)	Printing	164.43	197.32	
23/12/2019	Royal Mail (licence)	Operational Cost	100.64	120.77	
23/12/2019	J.R. Print (Agendas and Ltrs)	Printing	27.60	33.12	
23/12/2019	Netcom IT (computer licence)	Operational Cost	11.30	13.56	
23/12/2019	Village Hall Room Booking	Operational Cost	16.85	16.85	
23/12/2019	Village Hall Room Booking	Operational Cost	16.85	16.85	
23/12/2019	Business espresso website mainten	Operational Cost	25.00	30.00	
23/12/2019	Mulberry and Co (Int Audit)	Operational Cost	181.95	218.34	
30/12/2019	Payroll	Payroll	1,151.25	1,151.25	
31/12/2019	Payroll	Payroll	37.60	37.60	
31/12/2019	Payroll	Payroll	500.00	500.00	
31/12/2019	Payroll	Payroll	135.30	135.30	
31/12/2019	HMRC (Payroll taxes)	Payroll	327.61	327.61	
		<b>Total</b>	<b>8,311.43</b>	<b>9,009.81</b>	