



## 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 28<sup>th</sup> JULY 2020 VIA ZOOM VIDEOCONFERENCE

PRESENT: Councillors, Mrs A Lloyd (Chairman), Mr G Read, Cllr Mitchell (WSCC), Mrs M Byrne, Mr I Gurling, Mr C Gould, Mr B McLaughlin and the Clerk Mrs A Brooks.

MEMBERS OF THE PUBLIC PRESENT: Mr Merryweather

	ACTION COMMITTEE
1. MATTERS RAISED BY MEMBERS OF THE PUBLIC One member of the public was present to observe the meeting.	
2. APOLOGIES FOR ABSENCE Apologies were received Mr P Bickford and were accepted.	
3. DECLARATIONS OF INTERESTS None.	
4. REPORTS FROM WSCC AND HDC REPRESENTATIVES Cllr Mitchell circulated his report prior to the meeting. Mrs Pavey had several questions for Cllr Mitchell in relation to the shortfall in funds due to non-payment of council tax, Horsham Enterprise Park and the changes to the Robin Hood roundabout. Mr Mitchell is to arrange a meeting with the parish council and Stephen Reed, who is leading on the RH roundabout works project. Cllr Mitchel also informed the PC that all TRO applications are on hold and traffic monitoring is scheduled to be carried out in May/June 2021.	
5. TO APPROVE THE MINUTES OF 23 <sup>rd</sup> JUNE 2020 The minutes were approved by all and will be signed by the Chairman.	
6. TO NOTE PROGRESS REPORT A report had been circulated with the agenda and was noted. The Clerk noted that the broken gate on the access track to the football field is on Warnham Park Estate land. The Clerk has notified Mr Lucas. Clerk to put large poster about Community Speedwatch on the Farebrothers NB and other NBs and to obtain quotation for a leaflet drop. Clerk to chase up Hogweed situation with WSCC and Mr Lucas.	Clerk  Clerk
7. FINANCE AND AGENDA GROUP UPDATE The minutes of the Finance and Agenda Group meeting on 14 <sup>th</sup> July were circulated with the agenda and noted.	
8. TRAFFIC MATTERS UPDATE – BELL ROAD COMMUNITY HIGHWAY SCHEME APPLICATION The application form for the scheme was circulated with the agenda for comment. All in favour of submitting the application. <b>Clerk to submit online before 31<sup>st</sup> July.</b>	Clerk

<p>9. MODEL CODE OF CONDUCT CONSULTATION</p> <p>An email was circulated prior to the meeting with the draft National Code of Conduct and consultation questions. Mrs Pavey has concerns regarding the use of social media and that the new Code limits individuals rights to free speech on social media platforms. Mrs Pavey feels that The Code has taken a blanket approach to controlling how Councillors use social media. <b>Clerk to respond to the consultation online detailing these concerns.</b></p>	Clerk
<p>10. PLAYGROUND OPENING</p> <p>Signs have now been erected in the playground stating how to use the equipment safely during the pandemic. The playground was opened on Thursday 30<sup>th</sup> July, once the signs were in place. An official opening will take place in early September with a photo opportunity with members of the council and working group. <b>Clerk to set a date and draft an article for the County Times. Clerk to chase up Ben Flitney regarding the zip wire welding work.</b></p>	Clerk Clerk
<p>11. BULB PLANTING PLAN FOR BELL ROAD/A24 JUNCTION AND THE VILLAGE GREEN</p> <p>A bulb planting plan for the village green and Bell Road junction was circulated with the agenda and was noted. All members in favour of allocating £100 to the purchase of bulbs, tulips and daffodils for Bell Road and crocus bulbs for the village green. <b>Clerk to liaise with Newbridge Nursery in Broadbridge Heath to get prices.</b> Depending on the weather, a working group will be formed in September/October to arrange a date for the planting.</p>	Clerk
<p>12. TREE PLANTING REPORT QUOTATION</p> <p>Two quotations have been obtained for the production of a tree planting plan for the village green and cricket field. Jon Cornford £575.00 Landvision Landscape Architects £875.00 Members suggested obtaining a final quote from SAW Tree Surgeons before making a decision. <b>Clerk to contact Mr Worsfold.</b></p>	Clerk
<p>13. PLANNING COMMITTEE</p> <p>A report was circulated with the agenda and was noted.</p>	
<p>14. TO APPROVE PAYMENTS AND FINANCIAL REPORT</p> <p>A financial report up to 30<sup>th</sup> June 2020 had been circulated prior to the meeting and was noted. It is RESOLVED that the schedule of payments on the list attached, totalling £1475.38 (<b>gross including VAT</b>) and <b>£1395.02 (net not including VAT)</b> is approved for payment.</p>	
<p>15. CORRESPONDENCE</p> <p><b>Emails:</b></p> <ul style="list-style-type: none"> <li>- Email from a potential house buyer asking for information regarding the second runway at Gatwick and the impact of flight paths on the Byfleets Lane area. Clerk forwarded email addresses for Mrs Farquhar and Mrs Pavey.</li> <li>- Nigel Teague – Lorries on Robin Hood Lane going to Field Place, due to the Enforcement Notice served by HDC to Mr Pritchard-Jones. <b>Clerk to email HDC Enforcement and Mr Ritchie and respond to Mr Teague.</b></li> <li>- Carl Stainer – Overhanging tree in Caryll Place. <b>Clerk to check tree works to be done to the tree in question and respond.</b></li> <li>- Judith Grimwood – 1<sup>st</sup> Invoice for the PC contribution to the cycle path will be in September and will be £8333.33.</li> </ul>	Clerk Clerk
<p>16. REPORTS AND MATTERS RAISED BY MEMBERS</p> <p><u>Mrs Byrne</u> – The hedge along the eastern boundary of BBH Road north of Robin Hood Lane is overgrown and makes turning right out from RH Lane to BBH Road dangerous. <b>Clerk to photograph and report via Love West Sussex.</b></p> <p>It was suggested that the Parish Council arrange an annual/6 monthly meeting with Jonathan and Charles Lucas, similar to the Highways meetings. This would allow discussion around several topics that come up every year and promote a good working relationship. <b>Clerk to</b></p>	Clerk Clerk

<b>contact Mr Lucas to suggest the idea.</b>	
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The meeting closed at 8.47pm

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

Mrs Ashley Brooks, Parish Clerk 7<sup>th</sup> August 2020.

**PAYMENTS FOR APPROVAL AT PARISH COUNCIL MEETING 28th JULY 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>
03-Jun-20	Nest (Pension)	Payroll	£32.27	£32.27	
09-Jun-20	Intuit (Quickbooks)	Accounts package	£28.80	£36.00	
19-Jun-20	Southern Electric (Streetlight elec)	Electricity	£60.13	£63.12	
29-Jun-20	Payroll	Payroll	£930.55	£930.55	
29-Jun-20	Netcom IT Solution (licence)	Computer licence	£64.10	£76.92	
29-Jun-20	Business Espresso	Website	£25.00	£30.00	
29-Jun-20	HDC Playground insp	Playground	£60.00	£72.00	
29-Jun-20	Royal Mail licence	Postage	£99.89	£119.87	
29-Jun-20	Netcom IT Solution (licence)	Computer licence	£30.18	£37.73	
29-Jun-20	Netcom IT Solution (licence)	Computer licence	£64.10	£76.92	
		<b>TOTAL</b>	<b>1,395.02</b>	<b>1,475.38</b>	