

**Cowfold Parish Council**  
**Minutes of the Ordinary Meeting held on Monday 16 April 2012 in the Village Hall**

**Present:** Mr V Allmond (VA) (Chairman)                      Mrs M Chamberlin (MC)  
Mrs S Lucas (SL)    Mr P Dittmer (PD)  
Mr C Collins (CC)    Mrs E Precious (EP)  
Mr R Holden (RH)    Mrs J Wright (JW) (Clerk)

Mr L Barnard – West Sussex County Councillor  
Public: 2  
Press: 0

**1. Apologies**

Apologies for absence were received from Mr A Dunlop (AD) and Mr J Chamberlin (JC).

**2. Approval of the Minutes**

The Minutes of the meeting held on Monday 12 March 2012 were agreed by all as a true and correct record.

**3. Declarations of Interest**

There were no declarations of interest with regard to any item on the Agenda.

**4. Matters Arising**

Mrs Wright had accepted the quote from Dave Ford Tree Care for the work to be carried out on the two oak trees at the Scout Hut and the work was scheduled for Thursday 19 April 2012.

The Thornden street name sign had been repaired.

The vegetation clearance on the Kicking Field had been completed.

Mr Allmond had reported the faulty street lights at Mercers Mead.

Mrs Wright had asked for the brambles to be cut back from the restaurant garden and the work had been carried out.

Mrs Wright had contacted Andrew Dunlop on the subject of converting the coach park to a car park and a response had been received. It was expected that the conversion would take place in the next few months once HDC had completed the Off Street Parking Orders consolidation exercise.

Mrs Wright had informed HDC that the Parish Council did not want to reduce the number of Councillors to 9 as had been suggested.

No information had yet been received from Evolution Skatepark Ramps regarding a layout for a skateboard park.

(JC)

Mr Dunlop had asked HDC planning department if planning permission would be required to extend the current basketball area base to accommodate a skateboard park. Gary Peck from HDC Planning Department had responded saying that he thought that an extension of the area would need permission but he would look at the details when they become available.

Mr Dunlop had raised the subject of the problems outside the Co-op with the Cabinet Member responsible for Environmental Services who raised it with Ian Jopling the relevant Head of Service. HDC has said that they are looking at the matter from both an Environmental Health and a Planning point of view.

Mrs Wright had asked WSCC to clear the path from Station Road to Thornden and had also asked HDC to clear the litter from the A272 between the village and Wineham Lane. The broken bollard which had also been reported had been repaired.

Mr Allmond and Mr Holden had met with representatives of the Football Club who had agreed to reseed parts of the playing field that had been damaged in training.

## 5. The Public

Mr Rolfe said that the kerb stones and pavements on the corner of the road outside the Village Hall had been damaged due to HGV's mounting the pavements. He also said that part of the rail round the playing field was broken and that the drains and gutters needed to be cleared particularly on the junction between the A272 and A281 which is prone to flooding. Mrs Wright said that she would report the problems with the broken kerb stones and pavements and the drain clearance to WSCC and ask Shaun Stevens to replace the broken rail.

(JW)

Mr Rolfe asked if the Parish Council could take up the offer made by the Scouts to help out with jobs in the village made some time ago to rake over the chippings in the play area. Mrs Wright agreed to contact Duncan Lawrence to ask if the Scouts could help.

(JW)

Mr Chamberlin said that he was considering nominating someone in the village for an Honorary Freeman title. Mrs Wright agreed to contact Henfield Parish Council to find out if there is a procedure that needs to be followed.

(JW)

## 6. District Councillor Report

Nothing to report.

## 7. County Councillor Report

Mr Barnard reported on the following issues:

- Meeting with Ricardo, Shoreham
- Waste sites
- Flooding
- Fracking

- IT Systems
- Gatwick Express
- Broadband
- Budgets to 2017/2018

## 8. Correspondence

*Elaine Slater - HDC:* Invitation to a meeting with WSCC and HDC. Mr Allmond agreed to respond.

(VA)

*John Chamberlin:* Request for funding for new curtains for the Pavilion. It was agreed to pay for the curtains at a sum of £149.97.

*HDC:* Licensing Act 2003 Guidance on Representations. To be filed.

*WSCC:* West Sussex Public Rights of Way Service information. Mrs Wright agreed to request a coloured copy of the attached county plan.

(JW)

*The Weald Community Church:* Request for the Parish Council's views on a proposal to alter the entrance of the Smithy and asking if any grants were available. It was agreed to respond saying that the Parish Council had no objection to the plan but there were no grants available and to speak to HDC Planning Department to get their view on whether or not the proposed alterations would be acceptable.

*Southern Water:* Drought information. Noted.

## 9. Skateboard Park

Following a request by Mr Chamberlin, Saxon Weald had donated a sum of £2,500 towards a new skateboard park. As Mr Chamberlin was not present, no further information was available.

## 10. Pavilion

A quotation had been received from a local architect to produce drawings for the refurbishment of the Pavilion at a cost of £2,250. Mrs Precious was asked to get two further quotations. Mr Collins said that he would put forward some local architect's names.

(EP/CC)

Mrs Wright agreed to contact Howard Collins at HDC to arrange a meeting to discuss possible funding streams.

(JW)

Mrs Precious said that she was intending to arrange a jumble/book/toy sale in the near future and would be looking for help from Councillors on the day.

## 11. Representatives' Reports

### Planning

Mr Allmond read the Planning Report for April 2012.

### Finance

Approval of the tabled cheques for signature was requested and agreed by all.

### Open Spaces

It was agreed to inform the Cowfold Social Committee that the Parish Council had no objection to them installing a bench commemorating the Queen's Jubilee on the grass

verge opposite the Smithy. However, they would need to contact WSCC Highways to get permission. It was also agreed to tell them that the Pavilion fundraising committee did not want to do the catering for the fete this year and, therefore, if the Social Committee wished to hire the Pavilion and do the catering themselves, this would be acceptable.

(JW)

Mrs Wright said that Cirque De Normandie had asked to use the playing field, arriving on Monday 7 May 2012 with performances on Friday 11 May to Sunday 13 May 2012. This was agreed by all.

Further information had been received from Bas Wood regarding his proposal for Agility on the Green. Mrs Wright agreed to find out what day of the week he was intending to use the field and if he would be hiring the Pavilion.

(JW)

Mr Dittmer said that he was intending to arrange a stoolball tournament for Sunday 29 July 2012 from 12.00am-5pm and that the proceeds would be split between St Catherine's Hospice and the new Pavilion fund.

Mrs Wright said that although the WC sign outside the restaurant had been blanked out on one side it was still showing on the other side. Mr Dittmer said that he would cover it.

(PD)

**Pond Warden**

Nothing to report.

**Footpaths**

Nothing to report.

**Allotments**

An email had been received from a resident objecting to the polytunnels that had been erected on the allotments and saying that in their opinion they should be restricted to 2'6". The email also asked for details of the HDC department that could be contacted on the matter. No objections were raised by Members to polytunnels being erected and Mrs Wright agreed to respond to the email forwarding information on what department to contact at HDC.

(JW)

It was agreed to arrange for a gate to be installed at the water works entrance to the allotments to be paid for from the additional rent that had been charged to allotment holders which in 2011 had been used to clear the waste area.

**Roads & Transport**

Nothing to report.

**Streetlights**

Mr Allmond had reported a street light that stayed on all night at Barleycroft.

**Health Care & Social Services**

Nothing to report.

**HDALC**

Mr Allmond and Mrs Lucas had attended the meeting held on Monday 26 March 2012.

**Village Hall**

Mrs Chamberlin said that in her opinion the banners advertising events that were permanently attached to the railings outside the Village Hall made the village look untidy. It was agreed to write to the Village Hall Committee asking them only to allow

banners advertising events on the day that they are held ensuring that they are taken down immediately afterwards.

**School Governors**

Mrs Precious said that the first round of interviews for appointing a new Head Teacher had been unsuccessful and that the post was being re-advertised.

Mrs Chamberlin said that there were no coeducational schools in the Cowfold catchment area and it was agreed to write to the Cabinet Member for Education on the subject sending a copy to Mr Barnard.

(JW)

**Website**

Nothing to report.

**CLC**

Nothing to report.

The next Parish Council meeting will be held on Monday 14 May 2012.

The meeting closed at 9.20 p.m.