

Cowfold Parish Council
Minutes of the Ordinary Meeting held on Monday 11 July 2016 in the Village Hall

Present: Mr J Palling (JP) (Chairman) Mr B Martin (BM)
 Mrs E Precious (EP) Mr S Clark (SC)
 Mrs G Martin (GM) Mrs J Wright (JW) (Clerk)

Mr L Barnard – West Sussex County Councillor

Public: 3

Press: 0

Keith McFarlane, Area Manager Co-op

Tom Harper, Manager, Co-op

Keith informed the meeting that the lease on the listed building formerly occupied by the Co-op was to be extended and negotiations were currently taking place with prospective tenants. It is expected that the building will be occupied by the beginning of 2017.

It was now thought that land for additional car parking spaces at the Co-op may not be made available. Mrs Wright said that she would speak to the landlords and Keith agreed to do the same.

Mr Clark raised concerns relating to disturbance due to deliveries sometimes being made to the Co-op before 6.00am. Keith and Tom agreed to look at this.

A quotation was awaited to deal with the overgrown vegetation.

The general cleanliness inside and outside of the shop had got better but further improvements were ongoing.

It was agreed that a representative from the Co-op would attend a Council meeting every quarter.

1. Apologies

Apologies for absence were received from Mr C Collins, Mr T Clary, Mr J Chowen and Mr R Clarke.

2. Approval of the Minutes

The Minutes of the meeting held on Monday 13 June 2016 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

With regard to the installation of CCTV cameras on the playing field, Mrs Wright had arranged to meet with the Police Crime Prevention Officer on Wednesday 27 July at

10.00am and invited any Councillors that were interested to attend.

Mrs Wright had asked for a representative from the Co-op to attend the July Council meeting.

With regard to overgrown vegetation in Thornden it was considered to be more of a problem than the properties already mentioned and, therefore, Mrs Wright said that she would make a note of all problems and write to the owners.

(JW)

Mr Clark had spoken to Chris Stark, WSCC Highways, with regard to the possibility of blocking one entrance to Thornden following more complaints that it was being used as a rat run. One solution to this problem would be for Thornden residents to adopt the road which would have to be agreed to by all residents who would then become responsible for all maintenance including drainage. Chris Stark was investigating other options.

The leaflets updating progress on the new Pavilion etc. had been delivered to every property in the village.

Mrs Wright was still in the process of investigating the possibility of a higher rate of interest by changing banks. She had spoken to several Clerks some of which had already carried out this exercise with no success. It was considered that given the current economic climate it was not the best time to be considering a change.

5. The Public

Nothing to report.

6. District Councillor Report

Nothing to report.

7. County Councillor Report

Mr Barnard reported on the following:

- Attendance at Various Events
- STARS Changes
- PCC Possible Takeover of Fire & Rescue Services
- Partridge Green Post Office Changes

8. Correspondence

West Sussex Mediation Service – Request for a grant of £50. It was agreed to donate £25 as usual.

Paul Jacob, Architect – Notification of the owner of 53 Acorn Avenue's intention to apply for planning permission to extend his garden onto the land known as the 'Kicking Field' which is solely owned by Cowfold Parish Council. It was agreed to write to Horsham District Council Planning department confirming ownership of this piece of land and lodging an objection.

(JW)

Anthony Parsons, Football Club – Request to install footings for a goal to be erected for use on training days. This will help to prevent the balls going over the hedge into Fairfield Cottages gardens. No objections were raised to this request.

9. Accounts

Copies of the costs against budget for the three months to 30 June 2016 and estimated costs to 31 March 2017 were tabled.

10. Cowfold Air Quality

Mr Clark had recently attended a meeting with Council Officers to discuss the Cowfold air quality problems which are deemed to be quite serious. Several solutions to the problem were discussed and Officers were intending to investigate the viability of the solutions and report their findings at the next meeting which has been arranged for September.

11. Neighbourhood Plan

There had been a considerable amount of interest shown at the Cowfold Festival with regard to the Neighbourhood Plan. Mr Clark said that having collated the responses to questionnaires completed on the day, the main concerns were the amount of HGV's, volume of traffic and pollution in the village. Mr Clark said that he had recruited two additional Committee members.

12. Skateboard Park

Mr Chamberlin said that the first quarter pipe had been manufactured successfully and asked for agreement to have the rest of the equipment manufactured to complete the project. All voted in favour of using the village project contingency for this purpose at a cost not to exceed £6,000. Mrs Wright would ask for an updated quotation.

(JW)

13. Emergency Plan/Village Volunteers

Mr Martin said that a draft Emergency Plan had been produced and volunteers would now be required to form a Committee. Mr and Mrs Martin will now produce a proposal to present to the Parish Council.

Having combined the two activities, Mrs Precious said that it was intended that some volunteers would be involved with both emergency and village matters.

14. Pavilion

Planning permission had now been granted and the architect has been instructed to proceed with the work required for building regulations purposes.

15. Representatives' Reports

Planning

Mr Martin read the planning report for July 2016.

Mrs Wright was concerned that on occasions only one member of the Planning

Committee was available to consider the applications. Mrs Martin volunteered to join the Committee.

It was also agreed to hold future Planning Committee meetings after the main Parish Council meeting. Mrs Wright said that she would put an Agenda on the noticeboard detailing the planning applications to be discussed at the next meeting.

(JW)

Finance

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

Open Spaces

A request had been made by the Circus that normally visits to use the Playing Field in August. No objections were raised to this request. The circus will be arriving on either 8 or 15 August.

Pond Warden

Nothing to report.

Footpaths

Nothing to report.

Allotments

Mrs Wright had written to allotment holders giving them 30 days to comply with the conditions of their Agreement otherwise it may be necessary to give notice to vacate their plot.

Roads & Transport

Mrs Wright had arranged to meet with Tim Boxall, WSCC Highways and Paul Dittmer, Safer Roads Committee on 12 July to confirm the locations for the village gates which have now been agreed by Chris Stark, WSCC.

Streetlights

Nothing to report.

HALC

Nothing to report.

Village Hall

Nothing to report.

Website

Nothing to report.

CLC

Nothing to report.

The next meeting will be held on **Monday 8 August 2016**.

The meeting closed at 9.05 p.m