

**Cowfold Parish Council**  
**Minutes of the Ordinary Meeting held on Monday 12 June 2017 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 R Detnon (RD)  
Mr T Clary (TC)    Mrs J Wright (JW) (Clerk)

Mr Lionel Barnard – West Sussex County Councillor  
Public: 6  
Press: 0

Wendy Roberts, Chairperson of the Cowfold Social Committee apologised for not requesting to use the Playing Field for the Festival until now and assured the Council that repairs to the ruts caused by funfair vehicles last year and any damage that may be caused this year will be carried out the week following the event.

**1. Apologies**

Apologies for absence were received from Mr C Collins, Mrs S Parsons, Mrs M Cutbush, Mr J Chowen and Mr R Clarke.

**2. Approval of the Minutes**

The Minutes of the AGM held on Monday 8 May 2017 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**

Vouchers had been purchased and given to the three members of staff affected by the recent armed raid of the Co-op.

Mr Martin had circulated the Terms of Reference and Code of Practice regarding the setting up of the Emergency Plan/Village Volunteers Committee.

The school office had been contacted to request that any old posters be removed and to confirm that the Parish Council would be happy to support another road safety poster competition if they wished.

The three footpaths that were in need of fingerposts and stile repair had been reported

to WSCC.

The rubbish being swept into the road from the Co-op appeared to have been a one off occurrence as the area is now being well maintained.

Recruitment of volunteers to administer the bookings and to produce the accounts for the Village Hall was progressing.

## **5. The Public**

Mr Brooke said that with regard to bus drivers switching off their engines whilst stationary, Stagecoach drivers were now adhering to the rules. However, Compass drivers were not.

Mr Brooke commented on the state of the grassed areas around the village. Mrs Wright said that she was aware of the problems with the areas that the Parish Council was responsible for and would be contacting the contractor.

(JW)

Mrs Chamberlin and a resident from Margaret Cottages expressed real concern with regard to the air quality problem in the village. Mr Clarke gave an update on progress to date.

Mrs Chamberlin also asked if any steps could be taken to lower the speed limit following the fatal accident that had occurred on 18 April 2017 north of the A281's junction with Picts Lane. It was agreed to contact Chris Stark at WSCC Highways to ask for a copy of the report containing details of the accident and any recommendations made, if any, to make that particularly dangerous stretch of road safer.

(JW)

Mrs Chamberlin also commented on the electric hook-ups installed in the car park at Storrington and asked if it was likely that there would be one installed in Cowfold. The Parish Council thought that this was unlikely. She also reported on another pothole that had appeared in St Peter's Close.

With regard to the serious air pollution problem in the village, Mr Rolfe expressed his concern about the health of Mrs Rolfe whilst carrying out her role as 'Lollipop Lady' which appeared to be due to air pollution. These health problems disappear during the times when Mrs Rolfe is not working indicating that the problem is affecting residents.

Mr Rolfe also asked if Operation Crackdown dealt with drivers using mobile phones whilst driving. Mr Barnard confirmed that it did.

## **6. District Councillor Report**

Nothing to report.

It was agreed to contact the District Councillors to ask if they could provide a report that could be read out at meetings if they were not able to attend Council meetings in person.

(JW)

## **7. County Councillor Report**

Mr Barnard reported on the following issues:

- Recruitment of 28 additional staff
- Opening of Arundel Museum by Princess Alexandra
- South of England Show
- Visit to Frame of Mind Bognor
- Closure of The Causeway to accommodate new footpath
- Progress on amalgamation of PCC and Fire & Rescue Services.

## **8. Correspondence**

*Cowfold Social Committee* – Request to use the playing field on Saturday 1 July for the 2017 Festival and confirmation that the field will be rolled, spiked and repaired the following week.

## **9. Accounts**

Nothing to report.

## **10. Cowfold Air Quality Committee Update**

A considerable amount of discussion had taken place throughout the meeting on the subject of air quality in the village. It was decided to arrange a public meeting to be held in the Village Hall in the first week of July to hear the resident's thoughts on the subject.

Mrs Wright was asked to revisit the subject of installing cameras to monitor traffic through the village.

(JW)

## **11. Neighbourhood Plan**

The next meeting had been arranged for Tuesday 13 June 2017. It was the intention to man a stall at this year's Village Festival to promote the initiative.

## **12. Emergency Plan/Village Volunteers**

Terms of Reference and a Code of Conduct had been produced and circulated to all Members. Mrs Detnon had been appointed Deputy Projects Co-ordinator and Mrs Parsons had been appointed Volunteers Co-ordinator.

The village clean-up date was expected to be arranged for some time in September or October 2017.

## **13. Newsletter**

As Mrs Cutbush was not present, no update on progress was available.

## **14. Pavilion**

The Public Works Loan had now been received and work on the new Pavilion was due to start on Monday 26 June 2017.

## **15. Representatives' Reports**

### **Planning**

No planning report was available.

### **Finance**

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

It was agreed to fund two stalls at the Village Fete and Village Hall and flyer costs for the public meeting to be held on the air quality problem.

### **Open Spaces**

Nothing to report

### **Pond Warden**

Pete Birchall had inspected the pond and said that he would email some dates for clearance in the near future.

### **Footpaths**

Mrs Wright said that she would report the overgrown footpath in Station Road (1744) to WSCC.

(JW)

### **Allotments**

Nothing to report.

### **Roads & Transport**

Nothing to report.

### **Streetlights**

Nothing to report.

### **HALC**

Nothing to report.

### **Village Hall**

The recruitment of volunteers to administer Hall bookings and look after the accounts was progressing.

The refurbishment of the kitchen should be completed in around three weeks' time.

### **Website**

Nothing to report.

### **CLC**

Nothing to report.

The next meeting will be held on **Monday 10 July 2017**.

The meeting closed at 8.53 p.m