

Cowfold Parish Council

Minutes of the Ordinary Meeting held on Monday 11 December 2017 in the Village Hall

Present: Mr J Palling (JP) (Chairman) Mr C Collins (CC)
Mr S Clark (SC) Mrs M Cutbush (MC)
Mrs E Precious (EP) Mr T Clary (TC)
Mr J Hooper (JH) Mrs J Wright (JW) (Clerk)

Public: 2
Press: 0

Mr L Barnard – West Sussex County Councillor
Mr J Chowen – Horsham District Councillor

Paul Richards – Shipley Parish Council Clerk – Parish On-line

Paul gave a brief presentation on the benefits of using the Parish On-line mapping system and offered to run a training session for any interested parties. It was agreed to take Paul up on his offer.

1. Apologies

Apologies for absence were received from Mrs S Parsons, Mrs R Detnon and Mr R Clarke.

2. Approval of the Minutes

Apart from the following amendment, the Minutes of the meeting held on Monday 13 November 2017 were agreed by all as a true and correct record:

Agenda Item 10, 1st Sentence, should read: "Mr Hooper said that questionnaires had been delivered to 820 dwellings which had achieved a 20% return rate".

3. Declarations of Interest

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

4. Matters Arising

Information from WSCC's legal department regarding ownership of the cellar trap door at the side of the Co-op was still awaited. Mr Barnard said that he would follow up the Parish Council's request.

(LB))

The broken stile at the back of the churchyard had been reported to WSCC.

Mrs Wright had made contact with Arthur Thompson's daughter with regard to his 100th

birthday who had said that flowers or a pot plant would be appreciated. Mr Clark said that he had spoken to Miss Herbert from the school and Clive Newman. Mr Clark was reminded that there was only around a week until the end of term and he said that he would contact the school again.

(SC)

No further information regarding sponsorship of the silt trap had been received from the Football Club.

Mrs Wright had written to HDC expressing the Parish Council's views on the subject of employing Neighbourhood Wardens and a response had been received from Mr Chowen outlining the benefits that had been gained by other Parishes. It was agreed to contact Parishes currently employing wardens to ask for their opinion.

(JW)

Mike Burt had been contacted with regard to identifying suitable locations for additional plaques to be installed. Mike said that he would make further contact when additional information was available.

With regard to Mr Collins request for items to be included in the 2018/19 budget, Mr Clark asked for an amount for the development of a Communication Plan for the new facility to be taken into consideration. Funds required for the initial costs of running the new facility were also asked to be considered.

5. The Public

Nothing to report.

6. District Councillor Report

Mr Chowen reported on the following issues:

- HDC Awards
- Year of Culture 2019
- 2018 Remembrance Day

It was agreed to contact various organisations in the village to ask if they had any plans to hold any special events for next year's Remembrance Day.

7. County Councillor Report

Mr Barnard reported on the following issues:

- Attendance at various Carol Services Receptions
- 2018 Grant Funding Cuts
- Sussex Day 2018

It was agreed to discuss Sussex Day 2018 as an Agenda item at the January 2018 meeting.

Mr Barnard said that he was no longer available to attend the meeting arranged with Matt Davey to discuss Air Quality and traffic issues.

8. Correspondence

John Chamberlin – Request for the Parish Council to purchase a Christmas tree to be installed outside the Village Hall. It was agreed to fund the tree which was expected to cost between £100 and £120.

Thomas Crosdil - Request to operate a Wood Fired Pizza van outside the car park on a Friday evening for around three hours between 5.30pm and 8.30pm. A six month licence had been granted by HDC. No objections were raised to this request.

9. Accounts

Nothing to report.

10. Neighbourhood Planning Update

Mr Hooper said that the call for sites had been advertised in the County Times and sixteen letters had also been sent out. The closing date for response is 5 January 2018. Mr Hooper requested that any suggestions for inclusion in the policy aims should be received as soon as possible.

11. Cowfold Air Quality Update

No further meetings had been arranged. However, the planned meeting with Matt Davey, Head of WSCC Highways would include discussion on the subject of Air Quality.

12. Emergency Plan/Village Volunteers

Mr Clark said that he would ask Mr Martin if he was still interested in heading up an Emergency Plan/Village Volunteers Committee on behalf of the Community.

(SC)

13. Newsletter

Mrs Cutbush was congratulated on producing the Winter edition of Cowfold News.

14. Pavilion

No further complications had occurred and the new facility was now on track to be completed by the end of February 2018.

15. Allmond Centre Management Committee Update

The new Management Committee had met on 29 November 2017 when Mrs Precious tabled a draft copy of a Constitution. This was discussed at some length and Mrs Precious said that she would amend the Constitution in line with discussions.

Branding information was awaited from Mr Clark and the opening ceremony was discussed briefly.

Mr Clark said that two local bands had agreed to perform at the opening ceremony and he had circulated a draft programme of events. This would now be considered by the Management Committee.

Mr Clark also said that there was a local company that were willing to donate an item of AV equipment. This offer will now be followed up.

16. Representatives' Reports

Planning

Mr Collins had circulated a planning report for November 2017.

Finance

Approval for payments was requested and agreed by all.

Open Spaces

Objections had been raised to the Parish Council's decision to ask for the removal of the gate that had been installed on the Council's land at No.53 Acorn Avenue. The contents of the objections were discussed. However, it was agreed that the footpath was a public right of way onto a public open area and the gate was making it difficult for some residents to access the area, therefore, the decision to ask for the gate to be removed still stands. Mrs Wright said that she would ask for the gate to be taken down forthwith.

(JW)

Footpaths

Where work had been undertaken by Saxon Weald to the footpath off Holm Oaks, the fingerpost had been remove and not reinstalled. Mrs Wright agreed to contact Saxon Weald asking for the post to be replaced.

(JW)

Allotments

Nothing to report.

Roads & Transport

Nothing to report.

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 January 2018.**

The meeting closed at 9.05 p.m.