

## Cowfold Parish Council

### Minutes of the Annual General Meeting held on Monday 9 May 2022 in the Allmond Centre

<p><b>Present:</b> Mr S Reading (SR) Chairman Mr J Hooper (JH) Mrs D Everest (DE) Mr P Everest (PE)</p>	<p>Mr S Clark (SC) Mrs M Cutbush (MC) Mrs C Towle (CT) Mrs J Wright (JW) Clerk</p>
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Mrs L Lambert – Horsham District Councillor

Public: 1

Press: 0

#### 1. Election of Chairman

Mr Reading was proposed by (1) Mrs Everest and (2) Mr Everest and agreed by all.

#### 2. Election of Vice Chairman

Mr Hooper was proposed by (1) Mr Reading and (2) Mrs Everest and agreed by all.

#### 3. Election of Treasurer

Mrs Cutbush was proposed by (1) Mr Reading and (2) Mrs Everest and agreed by all.

#### 4. Responsibilities

Planning	All Interested Councillors. Mrs Everest responsible for reporting to HDC
Finance	Mr Reading, Mr Hooper, Mrs Cutbush, Mrs Wright
Open Spaces	Mr Everest
Footpaths	Mrs Neville
Allotments	Ms Kingshott
Roads & Transport	Mr Clark
Streetlights	Mrs Wright
HALC	Mr Reading, Mrs Everest
Website	Dr Williams
CLC	Mr Everest, Mr Clark
SSALC	Mr Reading, Mr Hooper

#### 5. Register of Interests

A Register of Members' Interests Forms had been distributed by email.

#### 6. Apologies

Apologies for absence were received from Ms K Kingshott, Mr J Chowen and Mrs S Payne.

#### 7. Approval of the Minutes

The Minutes of the meeting held on Monday 11 April 2022 were agreed by all as a true and correct record.

## **8. Matters Arising**

A £200 grant had been received from HDC together with the first half of the annual Precept.

A response was still awaited from Mrs Payne regarding the scoring of the TRO application to implement 20mph speed limits on the A272 and A281.

(SP)

Mrs Wright was in the process of obtaining quotations to replace the bus shelter panels.

(JW)

The potholes in St Peter's Close will be reported to WSCC Highways.

(JW)

The WSCC questionnaire regarding opinions, ideas and suggestions from bus users had been put onto the website.

Mrs Towle had spoken to Jenna Ayling to ask if any Parish Council assistance was required with regard to the activities she was organising on the subject of help for Ukraine.

It was agreed to remove the fences thought to have been left by Openreach from Mercers Mead and Holm Oaks and store them in the oil store on the Playing Field.

(PE)

The fingerpost that had been removed from the footpath at Little Brook had been reported to Deb Neville.

## **9. The Public**

There were no questions from the public.

## **10. District Councillor Report**

Mrs Lambert reported on the following issues:

- Queen's Platinum Jubilee arrangements
- The Big Conversation public event
- Water neutrality update

## **11. County Councillor Report**

Mrs Payne had sent an update which was circulated at the meeting and included the following:

- West Sussex Climate action page live!
- New Phone scam
- West Sussex Buses
- Countrywide road safety review
- Community Risk Management Plan
- Children's services
- Water Neutrality

## **12. Correspondence**

*Resident:* Request to use metal detector on the playing field. This question had been asked before and the Parish Council had not changed its decision and, therefore the request was rejected.

*Cowfold Football Club:* Request to store a metal lock-up in the outside storeroom. It was agreed to grant permission provided that the Club takes full responsibility for it and confirms that any damage to the building associated with the storage will be rectified by them as it will not be covered by the PC insurance.

### **13. Queen's Jubilee**

Mrs Towle gave an update on the preparations for the Jubilee picnic to be held on Sunday 5 June 2022.

Mrs Wright said that she would ask the Allmond Centre cleaner if she would be prepared to carry out a thorough clean, on the basis that the toilets would probably have a lot of use and determine the cost of doing so.

(JW)

The sale of beer at the event was still to be determined and will depend on finding a volunteer to take responsibility for it. Mrs Towle was of the opinion that a license to sell alcohol would be not required for Jubilee events, however, this would need to be confirmed.

Mrs Towle asked if she would be able to clean the village gates before the Jubilee event. Mrs Wright said that she would contact WSCC and the insurance company to find out if this would be permitted.

(JW)

### **14. Speed Signs**

Mr Everest had been in contact with the provider of the speed sign who was keen to deliver it. Mr Everest will ask for confirmation of the validity of the installation quotation, if the sign could be delivered to the installer and ask for a date for installation.

(PE)

### **15. Village Clean-Up Day**

The new date for the clean-up day to include bulb planting is Sunday 23 October 2022.

### **16. Fatalities on A272**

Mr Hooper was in the process of producing a report on the number of traffic incidents and fatalities that had happened over the last 5 years in support of convincing WSCC that steps need to be taken to ensure that the roads through the village are made safer and to demonstrate that there is a need for a pedestrian crossing from Mercers Mead to the Playing Field.

### **17. Lower Beeding & Cowfold Magazine**

Mrs Everest had circulated a draft of the first submission for comment. All were in agreement to send to the editor for inclusion in the next monthly magazine. Mrs Cutbush offered to help out with future issues.

### **18. Neighbourhood Planning Update**

Nothing to report.

### **19. The Allmond Centre**

It was agreed to discuss the marketing of the Allmond Centre at the June Council meeting.

### **20. Representatives Reports**

#### **Planning**

Nothing to report.

**Finance**

Approval for payments was requested and agreed by all

**Open Spaces**

Mrs Wright said that she would gather the information for the proposed outdoor gym for the next meeting.

(JW)

**Footpaths**

Nothing to report.

**Allotments**

Nothing to report.

**Roads & Transport**

Nothing to report.

**Streetlights**

Nothing to report.

**Greening Cowfold**

Mr Hooper's offer to circulate the Greening Cowfold Committee meeting Minutes was welcomed.

Mrs Wright said that she would chase the 'No Mow' area signs that had been ordered.

(JW)

Mr Hooper said that the Woodland Trust were offering 420 free trees. It was proposed to plant 200 trees on the land remaining from the proposed Potters Green development. Mr Hooper said that he would discuss the matter with Devine Homes to determine whether the landowner would be prepared to grant permission for this.

(JH)

The Greening Cowfold Committee were in the process of arranging a Recycling Saturday event at the Co-op.

Mr Hooper had located benches for the Bowling Green made from recycled plastic at a cost of around £700.

**HALC**

Nothing to report.

**Website**

Nothing to report.

**CLC**

Nothing to report.

The next Council meeting will be held on Monday 13 June 2022.

The meeting closed at 9.00 p.m.