

Cowfold Parish Council

Minutes of the Meeting held on Monday 9th December 2024 commencing at 7.45pm in the Allmond Centre

Cllrs Present:	Everest (Chair) Hooper Clark Newman	
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Jo Ball - Locum Clerk/RFO

Cllr L Lambert – Horsham District Councillor

Public: 4

Press: 0

	ACTIONS
. 12.24.1 Apologies Apologies for absence were received from Cllr Towle, Cllr Knowles, Cllr French, Cllr Payne and Tracey Euesden (Locum Clerk) 12.24.2 Declarations of Interest & requests for dispensations. None 12.24.3 Approval of the Minutes and Update on Actions Agreed.. The Minutes of the Meeting held on Monday 11th November were agreed by all as a true and correct record and were duly signed by the Chair. 12.24.4 Public Participation. It was raised that the light at the skate park was broken, it was AGREED for the Clerk to inform Cllr Towle. It was raised that the Allmond Centre booking link wasn't working, Cllr's informed of the change to new booking system, it was AGREED to update/check the link from the website. A request was made to separate the Allmond Centre accounts from the main CPC accounts for transparency. Cllr's informed that this is already in place. The maintenance of the bowling green garden was raised. It was AGREED for the Clerk to look into this. It was raised about the parking issue around Fairfield Cottages. The chair informed that this was being looked into and clarification being sought on the ownership of this section of road. It was raised that light L2 on Station Road is out. It was AGREED for the Clerk to report to WSCC.	

It was raised that CPC has ownership of 3 ditches that may require some clearance work, SR agreed to take some photos and mark the locations on the map and bring back to the next meeting.

It was AGREED that when Saxon Weald start to work on the bungalows CPC will contact regarding the ditches.

It was raised that a petition for a 20 mph zone within the village was now live. All encouraged to sign the petition. Cllrs gave their support for this and will encourage people to sign, and create opportunities for people to sign paper copies also.

12.24.5 District & County Councillor Reports

Cllr Lambert (HDC) reported on the following:

- Local planning hearings for Cowfold will be on Tuesday 23/1/25. Cllr Lambert will send Cllr Hooper the link.

12.24.6 Electric Vehicle Charging Points. Work in progress. Option to purchase coach parking area, currently with Cllr Knowles to get quotes. A decision will be made when the facts are known.

12.24.7 Oak Tree at 14 Acorn Avenue. No update.

12.24.8 Correspondence received.

Correspondence received on the publicity A boards. The Clerk is investigating the formal HDC stance.

Correspondence received on damage to the grass verge. This item was covered in the planning meeting.

12.24.9 Allmond Centre. It was raised that there is an issue with the heating system which will need to be rectified. Quotes to be presented to the next meeting.

12.24.10 Finance

12.24.10.1 To Authorise Payments for November. The list had been distributed and payments in the sum of £6,686.66 were **APPROVED.**

12.24.10.2 Report from Responsible Financial Officer. The report was duly **NOTED.**

12.24.10.3 To Consider Draft Budget 2025 2026. A copy of the draft budget was distributed to members. Discussions took place. The Finance Group's aim is to achieve a balanced budget within 3 years with a proposed increase to precept of 9% for 2025 / 2026.

The Precept for 2025-26 was AGREED, Clerk to notify HDC.

12.24.11. To Consider Adoption of the following Policies.

12.24.11.1 Investment Strategy **ADOPTED**

12.24.11.2 Complaints Procedure **ADOPTED**

12.24.11.3 Document Retention and Disposal Policy **ADOPTED**

12.24.11.4 Procedure for dealing with Freedom of Information Requests. **ADOPTED**

12.24.12, Path to the Scout Hut. Cllr Clark presented quotes for a consultant to provide the specification for the path. Cllrs expressed thanks for Cllr Clark for all his work on this. It was AGREED to proceed with the quote from Bright Plan Ltd, c£5,000.

It was AGREED for the Clerk to notify the Scouts.

11.24.13 Recreation Ground and Open Spaces.

12.24.13.1 Bench on Playing field - Update. Cllr Clark reported that the bench will be installed when the field has dried up to allow for a vehicle to deliver to site.

12.24.13.2 Update on faulty play equipment. Cllr Clark has looked into this and the surface was installed to specification. This equipment to form part of the regular ROSPA playground checks.

12.24.13.3 Maintenance issues and signage. Cllr Towle and the Clerk will review the existing signage and provide costings for replacements at the January meeting.

12.24.14 Grants and Donations

12.24.14.1 4 Sight. This application was declined.

12.24.15 **Neighbourhood Plan Update.** Cllr Hooper reported that the neighbourhood plan will be available from the 18th of December for public consultation. Referendum date on 30/1/25. Cllr Hooper highlighted that a public event will be held at the Allmond Centre, date tbc, and it was discussed how best to publicise this event.

12.24.16 **Consultations.** None

12.24.17 Emergency Planning. To be added to January agenda

12.24.18 Roads and Transport.

Cllr Hooper is focussing on the 40mph buffer zone around the village as the 20mph petition is already active.

12.24.19 Representative Reports

12.24.19.1 Youth Club – Lovely Christmas Tree submitted to the church festival.

12.24.19.2 Colloquy – A copy of the article for December had been distributed.

12.24.19.3 Speed Data – The Data had been distributed.

12.24.19.4 Allotments – Cllr Newman presented an update on the allotments. There are 5 plots currently not being used. It was AGREED for the Clerk to write to the holders of the allotments that are not being used and envoke ts and cs. Cllr Newan is obtaining quotes for the bramble clearance and tree surgery to be reported back to the January meeting and added to the agenda.

Clerk to respond to surveys.

12.24.20 Staffing Matters.

The Council welcomed Trevor Parsons, the new Parish Council Clerk.

10.24.21 Date of Next Meeting. The next meeting will be held on **Monday 13th January 2025**

There being no further business, the meeting closed at 20:56

Add to agenda.