

# **Northchapel Parish Council**

## **Unadopted Minutes of a Meeting held at Northchapel Village Hall**

### **On Wednesday 13<sup>th</sup> January 2010**

**Present:** Councillors John Morgan, Willie Poste, Jane Walter, Sharon Holden, Lynda Bell, Alex Brown, David Burden, Andrew Dempsey and Georgina Murphy

**In attendance:** Mrs Helen Cruikshank, Parish Clerk

#### **Comments and Questions from members of the Public**

There were no members of the public present.

**85. Apologies for Absence:** There were no apologies for absence.

#### **86. Declarations of Interest**

Councillor Burden as Trustee for the Village Hall and Member of the Parochial Church  
Councillor Holden as Trustee for the Village Hall

#### **87. Minutes**

The Minutes of the precept meeting held on Wednesday 2nd December 2009 were approved and signed as a correct record.

**88. PCSO Clair Gamlin** – There was no report.

#### **89. Report from elected representative of WSCC Councillor Duncton and District Councillor John Andrews**

County Councillor Duncton said there had been no Neighbourhood Watch problems reported to the PCSO at the Neighbourhood Watch Panel. The main issues to report on are of course the snow and the ice and keeping roads clear. The County Council's priority were A and B roads. It is also important to work with locals to try and keep C roads and going forward there are things locally which can be done. ie farmers storing salt/grit for these freak weather conditions. Councillor Poste said it was down to the Parish Council to provide salt bins for the County Council to then fill up. There is some reluctance to this as people then just use it for their own pavements and paths. County Councillor Duncton said that unfortunately with the long periods without snow we were just not prepared. In Petworth there was not enough for the pavements as people had been helping themselves for their own front paths. Councillor Burden suggested using dumpy bags or snow ploughs locally? Councillor Brown added that salt bins end up just being used as litter bins. Maybe Horton's Farm could be used for storage? County Councillor Duncton continued that the majority of roads in his patch are B and C roads and that he is looking and learning from these problems for next year. Councillor Bell said it was imperative that the footpaths to the Village Shop be cleared and suggested a community clearing team be set up. District Councillor Andrews added that there was not one solution, it was a lack of correspondence, no co-ordination between companies and utilities and needed more co-operation between villages together with the poor policy of gritting rural roads in times of heavy snowfall The Chairman said that local farmers needed to be involved as they have the machinery but need incentivised plans in place. Councillor Duncton said there was a lot to do but we can learn from this, many roads had been severely damaged and therefore more money would be put into roads and repairs. The budget for County is due to be set next month and it is not a rosy picture. A cut in spending is required. As always please email any queries. [chris.duncton@westsussex.gov.uk](mailto:chris.duncton@westsussex.gov.uk)

District Councillor Andrews reported that despite the icy conditions 90% of bins have been collected by the Refuse Collection teams. Activities for young people include Brighton and Hove soccer training sessions at Loxwood Sports Club on 8<sup>th</sup> April and a Street Dance programme. The LDF consultation has started to gathering opinions. Charging in larger rural car parks was approved by Council on 15<sup>th</sup> December; they are introducing low charges in 2011 in spite of a bad consultation. District Councillor Andrews encouraged use of Operation Crackdown website to report anti-social drivers, it has proven to have a good success rate, and it works! He complained of the funding formula followed by CDC which has already run out of funds allotted for 2009/10 so money has been allocated from capital reserves which he thinks may have a knock on effect next year to grants awarded to some disadvantaged people. County Councillor Duncton encouraged organisations to apply for the CLC grant (small but can be helpful) as if funding is not used then money may well go down South of the District. District Councillor Andrews said he hoped to have more cheerful news next time!

## 90. Working Party reports

- **Allotments, Village Green and Play Area**– Councillor Poste said that there was nothing to discuss at the Allotments. The renewal invoices for 2010/11 are due to go out in March and it was suggested there be an increase to the current £8 half and £15 full plot charges to £10 half and £20 full. Councillor Murphy confirmed she thought the increase would be a good idea to deter those less keen and the Full Council approved this. Councillor Poste continued talking of the Village Green tree work requirement. A J Stemp had quoted £585 estimate to do the tree surgery, with a £20 professional fee for the advice to accompany the necessary planning application. Councillor Poste added that the Play Area was in need of attention with a vital requirement to have money spent on equipment and fencing to provide a safe and good playground for the parish. The Chairman said it was important to encourage this and have a signature playground that Northchapel can be proud of.
- **Planning:** Councillor Brown said there was nothing to report.
- **Footpaths, Hedges and Rights of Way:** Councillor Walter stated the County Rangers are coming shortly to the parish so any attention will need reporting. Councillor Poste thanked Gary Sharpe for the work he did on the signpost on the A283 turn off to Lurgashall, Clerk to write a letter of thanks.
- **Village Hall:** Councillor Holden read out the treasurers report as follows: Although the figures look good with a surplus in the current financial year of over £2000, you will see that the lottery and the quiz night contributed £2231 (the quiz night making £800 including a tax refund of £21), so without that we would be showing a deficit of over £230. The major outgoings (insurance, rates, water rates and waste collection) have been paid, but we are still faced with the cost of gas (which could be at least £700), electricity and the caretaker. It looks therefore that our normal operations may still leave us with a deficit. We do have £8700 in the bank, but we are committed to a new cooker, the floor is still suspect and will at sometime have to be replaced and we will, in about 3 years, need enough in hand to cover internal and external redecoration. Our maintenance costs will be high if we are to keep the premises in top condition so the lottery and at least one quiz night per year are vital. Even if we can break even with our income for use of the hall we should be looking to put at least £2000 every year into reserve. In my opinion we should try to maintain a minimum of £5000 in our reserve deposit account to allow for contingencies.
- **Housing:** Councillor Dempsey stated that the Housing Working party would be issuing a leaflet/questionnaire and hopefully will have feedback with analysis at the next meeting.

**91. Parish Plan:** The Chairman gave congratulations to the authors of the impressive Parish Plan. It is a real credit to the village. Councillor Walter said that copies would be distributed to all households and an article had been put into the Parish Magazine. A copy would also be available via the website to download.

**92. Local Development Framework:** The Chairman said that it was important that Northchapel has a loud voice in the matter of development. Councillor Brown said points 3 and 4 of the current LDF consultation impacted most on the parish:

***Development in the North and South of the District, excluding Chichester City.***

*This would consider the following sites: East Wittering and Bracklesham, Midhurst, Petworth, Selsey, Southbourne, Tangmere.*

***Development at other settlements across the District.***

*Sites for consideration would include Fishbourne, Syngenta (Fernhurst), King Edward VII Hospital (Easebourne), Westhampnett.*

Councillor Brown said that development in Petworth would put severe pressure on the existing services. He proposed that maybe the Parish Council should actually state they want to see development in the North of the district and in Northchapel and state preference to what developments would be supported and any other ideas. Councillor Andrews emphasised that these were informal consultations only at this stage and that the formal consultation would be in June. It was agreed therefore that the Clerk respond saying that representations would be made at a later date when the formal consultation is scheduled.

**93. Village Playground:** Councillor Walter had done a small survey with the young mums of the parish and all seemed in agreement that a climbing frame with tunnel would be the preferred option. The cost for this was looking at £4k plus. Clerk had been in contact with CDC looking into the grants available and County Councillor Duncton suggested inquiring about the CLC grant which was only small but worth looking into. Clerk to contact County Hall.

**94. Northchapel Youth:** Councillor Bell affirmed that there was a real need to offer the youth something following on from the Purple Bus. There were three options available as a parish: to set up our own youth club, organise outings or supply travel to Petworth to use their youth club. Employing a Youth worker would cost £1,600 per annum and WSCC would manage and support based on 2-3 hrs per week to run a youth club. The parish would need to supply volunteers to help out and equipment such as table tennis table. The Chairman

agreed that to have a home-grown club would be a preference and that £3.5k should be available to help set this up.

**95. Village Hall Litter bin:** It had been suggested that a Litter bin be put up by the recycling bins in the Village Hall car park to prevent littering. Councillor Walter stated that the recycling bins were not the responsibility of the Village Hall Committee so it lay with the Parish Council to carry out any changes. Councillor Poste suggested moving the litter bin by the Police House. Clerk to contact Councillor Gill at CDC to request this and also to find out the cost implications.

**96. Salt bins:** This was discussed within the County Councillors report.

**97. Succession Planning:** Councillor Morgan stated that at the end of 2009/10 he would be standing down as Chairman and as a Councillor. He said it was a role better done by "Youth" and needed someone to help advance the youth development and traffic issues within the parish. Councillor Poste and Councillor Burden thanked Councillor Morgan for his hard work.

**98. Financial Matters**

- The Councils current financial position at £28,431 was noted.
- The Bank Reconciliation as at 5<sup>th</sup> January 2010 at Appendix 3 was noted
- The schedule of accounts submitted for payment at Appendix 4 was noted and approved including Kerrytype (Parish Plan copies) @ £1423, Greenbank Furniture (Notice board) @ £2255, Promap (Parish Plan map) @£8.59, Mrs Jane Walter (Parish Plan Exps) @ £77.21, WSCC (Clerks Salary for November and December) @£810.54, A J Stemp (Professional tree surgery advice) @ £20 and donations to Purple Bus @£500, Northchapel Swimming Pool project @ £2000 and Northchapel Sports Club @£800.
- The Clerk reported that the CDC Character Enhancement Grant @ £1500 had been received for the notice board.

**99. Clerks Report**

The Clerks report was duly received and noted. The Clerk requested that a Parish Council laptop be purchased and this was approved. Councillor Dempsey suggested trying [www.laptopshop.com](http://www.laptopshop.com) and the refurbished laptops section. He kindly said he would send through a link with a proposed model.

**100. Date of next meeting** – It was agreed the next Parish Council meeting be postponed a week until **Wednesday 10<sup>th</sup> March 2010 at 8pm** at Northchapel Village Hall.

Signed..... Dated.....