

DANEHILL PARISH COUNCIL

Minutes of the Danehill Parish Council meeting held on Thursday 24th September 2015, at Chelwood Gate Village Hall.

Present: C. Critchley, J. Blake, M. Mockridge, M. Garman, H. Montagu, S. Crabb, T. McHattie. Also PCSO's Megan Gardner & Tony Moore.

In Attendance: C.W. Gooders (Clerk)

Meeting started at 7.30pm

Prayers were said by the Cllr. Critchley.

640. Apologies for Absence

M. Riminton. Also Cllr. Roy Galley.

641. Declarations of Interest

Cllr. Blake declared an interest in agenda item 14b. Payment received for emergency repairs to pavilion as shown in August 2015 Month End Movement report.

The minutes of Danehill Parish Council meeting dated 16th July 2015, having been previously circulated, were agreed and signed as a true record.

Proposed Cllr. Mockridge, seconded Cllr. Blake. Voting 6 for 1 abstention (H. Montagu).

The Chairman asked PCSO's Megan Gardner and Tony Moore if they had anything to report. WPCSO Gardner – Intelligence report of someone seen leaving a property in Tanyard Lane and a stray drunk being removed from the Parish. Cllr. Mockridge to liaise with PCSO Moore over SID's training. Cllr. Blake reported the theft of a neighbour's mower, police not aware but will investigate.

642. Matters Arising

None.

643. Communications

- A) Email dated 10th September 2015 – Seaford & District Bus Company. See file. Clerk to continue communication regarding the possible reinstatement of the 261 bus service.
- B) Email dated 16th September 2015 – Mr. D. Mole. Regarding dog fouling on pavement by Oak Tree Cottages. See file. Paws on Watch information to be posted on notice boards and website. Cllr. Critchley to raise at forthcoming SLR meeting.
- C) Email dated 24th August 2015 – Sophie de Rivaz. Regarding discarded rubbish collected in the area of Danehill School along School Lane. See file. Clerk to write to school and Cllr. Crabb to mention at the next Danehill Hall Committee meeting.
- D) Email dated 27th July 2015 – Rev. P. MacBain. See attached (643C).
- E) Letter dated 28th August 2015 – Mrs T. Noakes. Regarding her boundary with Danehill Cemetery. See file. Cllr Blake – The boundary between the two properties is clear and marked with stakes. Following clearance work a hedge will be planted to further define. Clerk to write to Mrs Noakes. Letter to include technical drawing of recently constructed wall.
- F) Email dated 11th August 2015 – PCSO Chris Cooley. See attached (643F).
- G) Letter dated 22nd July 2015 – Rev. P. MacBain. See attached (643G).
- H) Email dated 21st September 2015 – The Play Inspection Company. Inspection report Danehill Playground. See File.
- I) Email dated 24th September 2015 – Came & .Company. Insurance renewal. See file.

644. County and District Councillors' Reports

There were no County or District Councillors in attendance. Cllr. Critchley read Cllr. Galley's October report to the meeting. See attached (644A).

645. Reports from Parish Councillors

Cllr. Blake – Report submitted. See attached (645A).

Cllr. Crabb – Report submitted. See attached (645B).

Cllr. McHattie – Report submitted. See attached (645C). Contract with Marcus Slegg to be cancelled if he does not continue installation of finger posts on 25th September 2015. Cllr. Critchley – We should investigate purchasing any completed component parts from him.

Cllr. Riminton – Report submitted. See attached (645D). Read by Cllr. Critchley.

Cllr. Critchley – Report submitted. See attached (645E). Clerk to ask Wealden District Council of the consequences if the School Lane field is not restored correctly.

Cllr. Mockridge – Report submitted. See attached. (645F). Cllr Mockridge – The next meeting of the Ashdown cafe will be on 9th October 2015, 9.00 – 12.00.

Cllr. Garman – Report submitted. See attached. (645G). Cllr. Garman proposed making contact Mr. Clark and subject to favourable investigation by the Recreation Ground Working Group, approval for the proposed music festival should be given and the event should go ahead. Seconded Cllr. Blake. Voting unanimous.

Cllr. Garman - Danehill School have requested use of the pavilion in the morning before school to facilitate a running club. Cllr. Garman proposed the Danehill School Running Club should be allowed use of the pavilion when required. Seconded Cllr. Mockridge. Voting unanimous.

Cllr. Garman – There is an opportunity for a “Pop-up Post Office” to run at Chelwood Gate Village Hall for two hours a week. Hall hire is £5.00 per hour, but the Post Office are only prepared to pay £2.50 per hour. Cllr. Garman proposed a grant of £130.00 (limited to £150.00) to support a “Pop-up Post Office” . Seconded Cllr. McHattie. Voting unanimous.

Cllr. Montagu – Report submitted. See attached (645H). Cllr. Montagu – East Sussex County Council run a course for cleaning road signs. Once completed, individuals will be covered by insurance carrying out any work.

Cllr. Montagu – Marina Briginshaw from Wealden District Council has volunteered to give a presentation to Danehill Parish Council on the formulation of a Local Plan.

Meeting opened for the public to express a view or ask a question.

There were two members of the public in attendance.

Public

Mrs Martin – The East Grinstead Courier is reporting the possibility that 35 houses are to be built in the Chelwood Gate area and a further 40 in Danehill.

Mr Boatfield – Is still waiting for Cllr. Roundell to get back to him regarding his long outstanding dispute over neighbour's trees. Clerk – Has contacted Cllr. Roundell on 7th July 2015, and he replied stating he will follow up with Wealden DC's Tree Protection Officer, Ben Rainbow.

(Cllr. Garman to contact Cllr. Riminton to discuss updating the Parish Emergency/Disaster Plan, to possibly include a list of potentially vulnerable Parishioners)

646. Co-option of New Councillor

Cllr. Critchley – Read to the meeting the resignation of Cllr. Bradley (email dated 8th August 2015 – see attached 646A). Confirmation that we have received authorisation from Wealden DC dated 1st

September 2015 (see file), that Danehill Parish Council may co-opt to fill the vacancy. The Clerk has posted notices informing Parishioners, and requesting anyone interested in becoming a Councillor to contact the Parish office by 1st October 2015.

A co-option committee comprising of Cllrs. Mockridge, Crabb and Montagu was formed. Clerk to keep fully advised.

647. Terms of Reference

Following a review, the Terms of Reference for the Jubilee Green Working Group, the Danehill Recreation Ground Working Group and the Chelwood Gate Village Green Working Group were agreed and adopted. Proposed Cllr. Critchley. Seconded Cllr. Mockridge. Voting unanimous.

(Terms of Reference for all Committees and Working Groups have now been reviewed and adopted for 2015 onwards)

648. Solar Energy Feasibility Study

Cllr. Critchley – (See attached 648A) Now that parish councils are expected to provide part funding for many initiatives once solely paid for by district and county councils, have been looking into with Cllr. Riminton the possibility of a project involving solar energy as a way of reducing the precept. A site of approximately ten acres would be required for a solar energy farm. To progress more formally the project, the council needs to engage professional services to complete a feasibility study.

Cllr. Critchley proposed council go out to tender for three quotations for a feasibility study, with a view to approve and instruct at the October 2015 meeting. Seconded Cllr. Mockridge. Voting 6 for. 1 abstention (Cllr. Blake).

649 Working Group for Production of Neighbourhood Plan.

A working group to understand the impact of time and cost in Danehill Parish Council producing a neighbourhood Plan, comprising of Cllrs. Garman and Montagu was formed. Proposed Cllr. Critchley. Seconded Cllr. Mockridge. Voting unanimous.

650 Changes to Clerk's Contract of Employment

Clerk – It is soon to be compulsory that all employees are to enrol into a workplace pension scheme. Currently, and from inception of employment, Danehill Parish Council have contributed to a gratuity fund for the current Clerk. Following consultation with NALC, advice has been given to amend the wording of the Clerk's contract of employment. NALC were not clear at this stage whether it is possible to opt out of the new compulsory scheme, but advised the following amendment be made until such time that clarification can be obtained :-

Existing: 18.1 The council **may** make appropriate provision for the payment of a gratuity in accordance with the regulations in force at the relevant time.

Amended: 18.1 The council **will** make appropriate provision for the payment of a gratuity in accordance with the regulations in force at the relevant time.

Cllr. Garman proposed amendment to Clerk's contract of employment. Seconded Cllr. Blake. Voting unanimous.

651. Finance

a) Annual Return

Cllr. Critchley – The Annual Return has been completed and signed by PKF Littlejohn and notices posted accordingly from 15th September 2015. Figures for 2015/16 must be amended to show Council Tax Support Grant in accordance with auditor's instruction.

b) Bank Reconciliation.

The Month End Movement reports for July and August 2015 were approved and adopted. It was noted that the bank reconciliation as at July 2015 was £68,800.81 and as at August 2015 was £59,351.07 and that they had been signed by the Responsible Financial Officer and the Chairman.

(Cllr. Blake declared an interest, see minute 641) Attached (651A/B). The Month End Reconciliation reports for July and August 2015 were approved and adopted and signed by the Responsible Financial Officer and the Chairman. Attached (651A/B). The Balance Against Budget reports for July and August 2015 were approved and adopted. Attached (651A/B).
Proposed Cllr. Critchley. Seconded Cllr. Garman. Voting unanimous.

652. Date of Next Meeting

22nd October 2015 – Danehill C.E. School

Meeting closed at 9.30pm

Chairman..... Date.....

Anyone requiring sight of any attachments to these minutes, please contact the Clerk 01825 740 731