**DANEHILL PARISH COUNCIL**

**Minutes of the Annual Danehill Parish Council Meeting held on Wednesday 15th May 2019 at Chelwood Gate Village Hall.**

Present: R. Wood (RW), M Mockridge (MM), N McPherson (NMCP), M Lewer (ML), A Martin (AM), G.Powell (GP), T. Blake (TB), R. Lewis (RL) (Chair)

Absent: N. Macleod (NM)

There were also members of the public present.

Emma Fulham Clerk to the Council was present.

1. To elect Chairman for 2019/20

**RL was proposed by RW seconded by TB and unanimously appointed.**

1. To elect Vice Chair for 2019/20

**TB was proposed by RW seconded by RL and unanimously appointed.**

1. To receive signed acceptance of office.

**Duly signed.**

1. To accept apologies and reason for absence.

None

*The Chair opened the meeting to the public.*

The Cllrs were asked to introduce themselves which they did in turn outlining background etc.

*There were no further questions, so the Council meeting resumed.*

1. To receive Declarations of pecuniary and declarable Interests from members in respect of any matter on the agenda.

The Chair reminded Cllrs to declare when necessary.

TB reported his position on the Danehill Memorial Hall Committee.

MM reported on his position as a Cumnor employee.

1. To consider co-option of Neil Macleod to the vacancy on the Council.

**NM was proposed by RL seconded by AM and unanimously appointed.**

1. To appoint to Committees and representatives to external bodies.
2. Planning - TB, NMCP, ML, RW, MM, GP
3. Finance - NM, TB, RW, RL, NMCP
4. SLR / Highways – NM, TB
5. School / Youth – MM
6. SSLAC – TB
7. WDALC -AM
8. Ashdown Forest Conservators – AM
9. Rights of way and Environment – RW
10. Emergency Planning – AM
11. Community transport – AM
12. Parish Assets – ML, RL, GP
13. Burial Ground – ML
14. Parish Charity – Dee Birchell. Trustees for Charity fund – NMCP, NM, TB, RW
15. Village halls representatives – Chelwood Gate – RW and Danehill – TB and GP
16. Newsletter and communications – RW

**These were all duly appointed.**

1. To approve the following:
2. Code of Conduct
3. Standing Orders
4. Financial Regulations
5. Policies

a) Retention of documents

b) Data protection

c) Complaints

d) Health and Safety

e) Email and internet

f) Correspondence

g) Pension discretion

1. Volunteer policy including trees and rights of way.

**All of the above was taken as one item proposed by TB seconded by RL and unanimously approved.**

1. Power of General Competence

Part 1 of the Localism Act 2011 applies a general power of competence to local authorities in England.

Section 1 (1) of the Act provides that “a local authority has power to do anything that individuals

generally, may do”. The power extends to ‘eligible’ parish councils. Under the *Parish Councils (General*

*Power of Competence) (Prescribed Conditions) Order 2012* (SI 2012/965), an ‘eligible’ parish council is

one in which at least two-thirds of the members have been elected (i.e. not co-opted), and in which the

clerk has completed one of a specified range of training courses.

Recommendations: -

1. To confirm that Danehill Parish Council has a Clerk with a Certificate in Local Council

Administration including the General Power of Competence and that two thirds of the

Council has been elected.

(b). To adopt the Power of General Competence.

**Both recommendations were proposed by MM seconded by TB and unanimously approved by the Council.**

1. To approve as a true record and sign the minutes of the meeting held on 24th April 2019.

**These were unanimously approved by the Council and signed as a true record.**

1. To deal with matters arising from the minutes of the meeting held on 24th April 2019.

None

1. Correspondence List.   
   The list had been circulated prior to the meeting.   
   Items were highlighted including correspondence on helicopter nuisance and overgrown hedges in Beaconsfield Road.

**The Clerk would report the issue of the hedges to ESCC.**

1. Finance.
2. To report on account year to date 2019/20

The report had been circulated prior to the meeting.

The account was running to budget at this early stage in the financial year.

There no further questions.

1. To approve Payment schedule.

**This had been circulated prior to the meeting and payments for £2120.72 were approved.**

1. To consider Danehill Memorial Hall proposal for funding final figure TBC – See additional PC papers for details.

*TB removed himself from the decision making on this proposal.*

The Council considered the background and timescale and priorities within the proposal.

The Council consensus was disappointment in the comparison of the quotes but as it was important to make progress it was suggested the proposal was taken in parts so some decisions could be progressed.

Heating – **After some discussion RL proposed funding up to £17000 plus VAT. For the Hall Committee to decide on specification with Hall Representatives from the Council involved in the overview. Seconded by AM and approved by majority vote with 2 abstentions.**

Kitchen and WC – There was concern over the quotes. **RL proposed that rather than get involved in the detail a representative (ML) get involved in the specification and produce a specification with the hall representatives to provide comparable quotes for the next meeting. Seconded by MM and agreed with majority vote with one abstention.**

Audio Visual – **RL proposed expenditure up to £5300 plus VAT seconded by MM and agreed with majority vote with two abstentions.**

Stage **– MM proposed the sizing should be left to the Committee to agree and expenditure up to £3500 plus VAT be agreed seconded by GP and agreed with majority vote with three abstentions.**

Window fittings **- RL proposed expenditure up to £2090 plus VAT seconded by MM and agreed with majority vote with two abstentions.**

Replacement door **- GP proposed expenditure up to £1920 inc VAT seconded by MM and agreed with majority vote with two abstentions.**

1. To confirm expenditure on trees following on from the tree surveys to date.

The summary of quotes received following the Thurman Consultancy report had been circulated prior to the meeting.

**MM proposed the quote from Woodsmith was accepted for £1580.00 whilst further quotes would be sought for the ash in the cemetary and the tree survey on Jubillee Wood. The Clerk would arrange a planning application for the tree works in the conservation area and arrange tidying of the undergrowth beneath the Yew tree in the Danehill War Memorial Green as per requests from parishioners.**

1. Matters to report and for consideration at future meetings.

Memorial Hall – WC and Kitchen   
Running track

Meeting closed 9:35pm

Date of next meetings

Planning 9:30am 5th June 2019

Finance 10am 5th June 2019

Parish Council 19th June 7:30pm To be finalised.