

SOUTHWATER PARISH COUNCIL

Minutes of the Full Council Meeting held on Wednesday, 30th October, 2013 at 7.30 p.m., in the Council Chamber, Beeson House, Southwater.

Present Were: **Mr P. Buckley**

Mrs.S.Alway **Mr L. Apted**
 Mr G. Cole **Mr K. Diamond**
 Mrs P. Flores-Moore **Mr D. Nagy**
 Mr.M.Neale **Mr B. Sunderland**
 Mrs B. Varley **Mr G. Watkins**
 Mrs J. Williamson

Clerk: **Mrs.C.Tobin**

County Councillor: **Mr B. Watson OBE Apologies Received**

Sussex Police: **Apologies received**

District Councillors: **Not present**

Members of the public: **3**

Press: **Joshua Prowling, West Sussex County Times**

F201/10/13 PUBLIC PARTICIPATION

The Chairman asked those present to turn off their mobile phones for the duration of the meeting, unless in an emergency, when they should go through the Chair. In the event of a fire alarm sounding, everyone should evacuate the building via the exits indicated.

He asked if there was any member of the press present and if so could they if they had not already done so make themselves known to the Clerk. The Chairman welcomed Joshua Powling from West Sussex County Times,

The Chairman indicated that should the Members of public wish to speak on any item other than an item on the agenda, then this was the point to do so.

At this point in the meeting Mrs.Flores-Moore was not present having left to act as a Responder.

Mrs.Alway arrived at 7.35pm.

Mr.Diamond reported cracks in the path in Charlock Way leading to Castlewood School, this looked like tree roots. The Clerk stated that she would investigate.

Mr.Day stated that he would like to show the Council from a USB disk issues which he had

relating to the Councils maintenance or not of land in Eversfield, most especially the post and rail and metal fencing to the pond area and play area. The Clerk stated that it would not be possible for the USB to be used on the Council's equipment but that she would be happy to take this and show to members at a later stage. The Clerk informed Mr.Day that the Council were aware of his previous comments and that these would be responded to. The Chairman indicated that the other matter to which he referred was a legal matter as were his serious allegations about the Council not maintaining land; a response as the clerk stated would be received.

Mr.Diamond stated that whilst he was aware that Mr.Day was frustrated with the length of delay involved in responding, he believed that the Council had acted as quickly as possible and as the Clerk indicated a response was to be sent.

Mr.Day thanked the Council for listening.

F202/10/13 APOLOGIES FOR ABSENCE

Apologies and reason for absence have been received from Dr Cash and Mrs.Vickers.

Mr.Nagy had indicated the due to work commitments he would be arriving late to the meeting.

F203/10/13 DECLARATIONS OF INTEREST

There were no declarations declared at this point in the meeting.

F204/10/13 MINUTES

It was RESOLVED by all present that the minutes of the meeting held on the 25th September 2013 be approved.

F205/10/13 CHAIRMAN'S ANNOUNCEMENTS

The Chairman stated that the Council had held a very informative training sessions attended by both new and existing Members; his thanks to Trevor Leggo of Sussex Association and Ian Davison of Hedley Solicitors. This session followed the Briefing Session held by the Clerk and Deputy Clerk for all Members in relation to the Council's structure, powers and duties.

The Chairman requested that Councillors inform the Clerk whether or not they are available to volunteers as Marshalls on the day of the Christmas event; he knew the Clerk was quite concerned about the lack of volunteers overall and this could have a dramatic affect on the Council's ability to man the event which could ultimately lead to cancellation. Cllrs Cole, Diamond and Neale immediately volunteered to assistance throughout the day; the Clerk thanked Members for their response.

Freedom of Information Case Law

The Clerk referred members to Case Law which had been provided to each Councillor in relation to the vexatious requests for information which had found in favour of a local council in its ability to deal with such freedom of information request. The tribunal's view was that the Council had been wholly correct to say in the words of Judge Wikeley 'enough is enough' and to refuse the application by relying upon Section 14 of the Freedom of Information Act.

Councillors noted the case law.

Communities & Local Government – Our Place

The Clerk referred Members to the new Our Place Programme this being the second phase of the Neighbourhood Community Budget programme. Twelve communities have been using a community led approach working closely with public services and others to tackle local issues. Examples such as the Ilfracombe project which will see the town council manage £1m devolved budget alongside a £400k aligned budget to provide place based services reducing duplication and bureaucracy.

Council may like to consider more involvement in say how the community grants budget set by the Council is spent in the local community.

Councillors noted the programme.

Government Guidelines and Advice for Members of Council

The Clerk referred to documents issued by the Monitoring Officer at Horsham District Council. It is imperative that Members of Council adhere to the guidance provided. This advice being in relation to Elections Purdah Advice, Probity in Planning, Local Government Association Openness and Transparency on Personal Interests. The Clerk reminded Members of their duty in completing their Register of Interests, including any changes which may occur from time to time timescales having been provided within the guidance given by Government. All Members Registers of Interests have been completed with the exception of one which is currently being dealt with by the Monitoring Officer's office. The Clerk's office having also requested the revised Register from the Member on a differing issue.

Members noted the Clerks comments.

Christ's Hospital – Housey Magazine

The Clerk confirmed that the latest Christ's Hospital School Magazine had been received the main headline being that an Old Blue had pledged £1.25M to support pupils.

Highway Reports – Two Mile Ash & Bonfire Hill to Marlpost

The Clerk reported that Highways Reports have been supplied by the County Councillor, Brad Watson as requested.

Remembrance Day Service

The Clerk confirmed to Members that Southwater Remembrance Day Service would take place on Sunday 10th November 2013. The Chairman has as is usual to read the names of

those lost.

Southwater Community Organisers

A brochure has been produced highlighting the achievements of the Community Organisers over the past year, the project now closed. Rev.Jones has expressed her thanks to the Parish Council for their assistance during the project.

Home Office – Surveillance Camera Code of Practice

The Clerk advised Members that the Surveillance Camera Code of Practice dated June 2013 now applied. The Council's existing policy met the requirements in relation to the provision of cameras in Beeson House and at the Leisure Centre.

Councillors NOTED the Clerks comments.

Railfuture

The Clerk referred members to the survey being conducted by Railfuture this being open to all via www.railfuture.org.uk/Have+your+say These views are much appreciated in terms of what changes or developments are required to resolve the difficulties the railways face in the future.

F207/10/13 COMMITTEES

Leisure Sub-Committee – 9th October 2013

It was RESOLVED by all present that the Leisure Sub-Committee minutes dated 9th October 2013 as a true and correct record of the meeting.

The date of the next meeting being January 2014

Finance & General Purposes Committee – 9th October 2013

It was RESOLVED by all present that the Finance & General Purposes Committee minutes dated 9th October 2013 as a true and correct record of the meeting,

The date of the next meeting being 6th November 2013

Planning Committee – 10th October 2013

It was RESOLVED by all present that the minutes of the Planning Committee dated 10th October, 2013 be approved as a true and correct record of the meeting.

The date of the next meeting being 7th November 2013

F208/10/13 GUEST SPEAKER – KATY BOURNE, SUSSEX POLICE & CRIME COMMISSIONER

The Chairman welcomed the Council's Guest, Mrs Katy Bourne, Sussex Police & Crime Commissioner.

The Council was thanked by The Commissioner for allowing her to come along and talk to

them one year in as the new Sussex Police & Crime Commissioner. Her role should reflect what the people of Sussex stated were their eight priorities, one of these being unique in terms of the Road Safety focus. There were also three other areas of focus these being, domestic abuse, violence and anti social behaviour also being concerns, meanwhile the police would be carrying on delivery of the day to day policing of Sussex.

What had been achieved so far was the increase as per her manifesto was and increase in visible policing in Sussex. Sussex will see 18 new police officers fully warranted, 30 PCSO's and she knew this was a particular interest in Southwater with the community having two such officers based in the Community Police Office within the building. One hundred and twenty special constables are also being recruited; there having been some 700 completed applications received in relation to this role. The people of Sussex are remarkable in taking up such voluntary roles.

The biggest challenge is continuing to provide policing in times of austerity with further cuts anticipated. Further challenges for the future were cyber crime which was well and truly here especially in relation to businesses to which it cost billions. There was currently a public consultation across Sussex asking whether the public wished to pay £4.95 per year Band D property to allow Sussex Police to address this new threat along with serious sexual offences, trafficking and child safety etc. The Commissioner was sure that visible policing with modern technology would enable officers to report criminal matters onsite without the need to go back to a office base. The force had a new computer system bringing this into the 21st Century being more efficient. Value for money is part of the overarching plan with greater collaboration between forces especially Surrey, for example sharing of forensic scene of crimes, training etc, reducing costs. It made sense all police officers receive the same training so why not and at the same time reduce the cost.

The new five year estates strategy, ensures that buildings will be fit for purpose and questions whether the existing stock delivers policing in the 21st Century, The Commissioner gave Southwater as an example of good practice. One survey showed that when contacting the police people telephoned either 999/101 services, emailed or used social media for localised issues, fewer and fewer people were going into bespoke police stations. Crawley was another example whether the presence was shared with the County Library service saving money. Hove Town Hall offers a presence saving £35k and is open longer hours, the proposed is to save £20M on a five year programme.

Mr.Nagy arrived at 7.59 with Mrs.Flores-Moore arriving at 8.00 pm.

The Chairman thanked the Commissioner for her interesting presentation, however felt obliged to inform her that currently Southwater had only one PCSO, this being Damian Cecil an excellent officer. Damian was however, also shared with a small cluster of other outlying parishes. The second PCSO had been removed, and whilst the Parish Council continue to lobby for the replacement this had to be date been unsuccessful. It was pointed out that the Council realise that from time to time the police service had other major priorities, but since the loss of the second PCSO and the additional areas to be covered by PCSO Cecil, the community were again seeing an increase in anti social behaviour. It was pointed out that the young people used modern technology to communicate and were well aware of shift patterns.

The Commissioner, Katy Bourne asked whether the Council had taken this matter up with

the local commander to which the Council replied it had but would write to the Crime Commissioner enclosing copies of the correspondence both to and from Sussex Police.

The Chairman expressed his disappointment that the Parish Council had yet again been penalised after effectively managing anti social behaviour alongside Sussex Police and the Youth Project following a long period of time where high levels of anti social behaviour had been experienced, the community did not want to go backwards. The Clerk informed the Commissioner that Southwater had 38% of young people under the age of 18, this was higher than both the District and National averages.

The Commissioner was also informed that normally the Parish Council received crime statistics, but had been informed that these were not currently up to date and bearing in mind the new IT systems in place was this to be expected. The Crime Commission responded that as with any new system it had taken time to familiarise staff with the requirements.

Mr.Diamond said that the Commissioner had mentioned 18 new constables across Sussex, and asked how this figure would be affected by the collaboration of specialist units with Thames Valley intelligence unit. The Commissioner stated that the Thames Valley team was a specialist unit and had been required by the Home Office coming into force November to December 2012. Mr.Diamond asked whether therefore the figure of 18 was not then skewed in terms of the impact on criminal activities and the local forces ability to respond to crime. The Commissioner then gave a comprehensive response to this question in relation to how this would affect local policing through a Regional approach.

Mr.Diamond asked that with the increasing population demographics over the next 5-15 years how did the Commissioner feel that staff would deal with the challenges, bearing mind that they were stretched at the moment and what Plans did Sussex have to take this into account. The Commissioner responded that Sussex Police would be entitled to a proportion of the Community Infrastructure Levies which came from future development, the Sussex force having registered to received such funding.

Mrs.Varley going back to the issued regarding the local PCSO stated that she was quite concerned about the fact that the one officer was being required to cover such a large area which went from Southwater to Lower Beeding. The Commissioner on hearing the reports from the community in relation to anti social behaviour Southwater did not want to go backwards having been so proactive. The Commissioner asked the Council to write to her on this matter, but stressed she did not get involved in operational matters.

Mr.Nagy apologised for the fact that he had arrived late during the Commissioner's presentation but just wanted to reiterate what had already been said in relation to the previous massive anti social behaviour problems which the community had experienced, the demographics as the Commissioner had heard were unique not only to Sussex but nationally. This had led to a high volume of engagement by the Parish Council and its partners and Sussex Police, to not now put in the required resources may lead to a future reinvestment which in his view would be a massive loss in money, time and resources spent by the community in bringing the problem to acceptable levels only for this to rise with little future investment. The Commissioner reiterated that she was happy to discuss this matter with the local Commander.

Mr.Diamond asked whether all the new IT computer systems talked to each other

throughout the country. The Commissioner stated that the systems in Surrey and Sussex would be connected and indeed 16 or 17 of the forces were using the same systems with 12 not on the same system.

At this point it was proposed that Standing Orders be suspended in order to allow members of the public to speak at this point in the meeting.

Tony Bull thanked the Commissioner for coming and that he was on the David Cameron bandwagon re the tariff on utility bills e.g., 8% to National Government. The police in his view need both the police and the Federation to speak as one voice. Mr.Bull said it was imperative when one looked at the costs of policing Balcombe which he would estimate around £3M, just think he said how much could be done with that type of money.

The Commissioner stated that in a recent radio programme she had stated that the figure was nearer £4M, with relief being received on only 1% of budget of Sussex Police's base costs of £2.5M. The Commissioner stated that she had made strong representations on this to the Government and it was hoped that the Home Office would expedite the application process and an answer obtained before Christmas. Mr.Bull felt strongly that these costs should come out of the national purse not the local purse.

In response to the issue regarding the local policing situation, the Commissioner stated that it was her responsibility to hold the Chief Constable to account and visible policing is really important but totally different between say a city and an area such as Southwater or smaller village. It was a fact that no force wants police officers in offices and the force had already made stringent moves to change matters, take on new technologies and seek best practice.

The Commissioner assured the Council and public present that the forty-one Police & Crime Commissioners did ask questions when they met regularly on a variety of differing topics challenging preconceptions. However, where as she had particular skills in business and contracts other PCCs came from differing backgrounds.

The Commissioner then went onto discuss the National Policing Association as a centre of excellence with the Home Secretary choosing to cut policing colleges stating that this was an evolving matter having effectively gone back to square one.

The appointment of the Police & Crime Commissioners was one of the biggest reforms in the last century, and through the Association met quarterly and were represented with a Board who can then speak as one.

Mr.Bull said he was thankful that it was not a Federation. A member of the public asked the Commissioner whether the minutes and agendas were available through a website. The Commissioner said that they were as a matter of transparency; obviously there would be items that would be classed as restricted or confidential for security reasons. The Commissioner stated that she had weekly meetings with the Chief Constable for Sussex and with 1.6M people living in Sussex, it was always at the forefront of their minds on just how could you reach everyone especially those hard to reach communities and groups in order to engage. The Commissioner stated that she intended to be highly visible and engage directly with people and did if people ring into the office and should she be available answer the phone; this normally surprised those ringing but it was important to her to understand what the public wanted.

Sussex Police carried out surveys such as the recent one on cyber crime, another on how would communities like the Force to use the monies received from proceeds of crime. It was however, the view that cyber crime in particular should be managed centrally and gave an example of how such crime and junk mail can affect the elderly in communities.

Mr.Bull stated that he had been rather sceptical about how the new role of the Police Crime & Commissioner would work having attended the Hustings held prior to elections, but was gratified to hear the work being undertaken.

Another member of public in closing stated that his belief was that the public of Southwater wanted “visible policing not virtual”. The Police Commission thanked everyone attending for listening and asked that they contact her if they wished to do so via www.sussex-pcc.gov.uk.

At this point in the meeting the Chairman reinstated Standing Orders.

The Chairman then thanked the Police & Crime Commission for Sussex, Katy Bourne for giving up her time and for a very enlightening presentation, stating that the Clerk would forward on the details requested.

F209/10/13 PARISH COUNCIL CO-OPTION

The Clerk informed Members that the Council had received an application from Mrs.Joy Hutchings of Christ’s Hospital which was within the Parish in relation to the current vacancy within the Council. Unfortunately, Mrs.Hutchings is unable to attend due to ill health having caught a virus, and hopes that the Council will consider this in its deliberations.

It was RESOLVED by all present that Mrs.Joy Hutchings be co-opted as a Parish Councillor to represent the Parish of Council.

F210/10/13 COUNCIL REPRESENTATION ON COMMITTEES AND OUTSIDE BODIES

Following the co-option of Mrs.Hutchings, the Clerk advised Council, that this Member will replace Alex Prosser Snelling on the Finance & General Purposes Committee.

The Chairman indicated that due to Alex Prosser-Snelling leaving the Council, this created the need for a representative on Southwater Action Team, and believed that whilst there had been a mix up at the Annual Meeting of the Council in May, that Graham Watkins was still happy to stand as a Council representative on this outside body. Mr.Watkins confirmed his willingness to stand and this was agreed by all present. The Chairman stated that Mrs.Alway had also confirmed to the Clerk that she wished to step down from being the Council’s representative on SWAT. The Chairman proposed that in light of the changes made to meeting dates of the group, with most members on planning, that the Clerk be appointed as the Council’s representative. The Council’s representatives would therefore be, David Nagy, the Clerk, Barbara Varley and Graham Wright.

Mr.Nagy stated that he would report back on his attendance at the last meeting.

The Chairman asked that should Members on outside bodies be unable to attend such meetings, they should out of courtesy as they would for Council meetings provide apologies to the relevant person.

It was RESOLVED that the following would attend as representatives of the Parish Council in relation to Southwater Action Team, these being Mr.D.Nagy, the Clerk, Mrs.B.Varley and Mr.G.Watkins.

F211/10/13 ACCOUNTS

The Clerk referred members to the Income and Expenditure and Bank Reconciliations 30th October 2013.

It was RESOLVED by all present that the Income & Expenditure and Bank Reconciliations and associated documentation to 30th October, 2013 be APPROVED as the true and correct position of the Council financial position.

Reconciliation

The Clerk indicated that due to IT difficulties over the last week, now resolved with the purchase of a new router the reconciliation was behind by at least one week this is noticeable in the Cash Reconciliation sheets provided. The Clerk indicated that Councillors also had in their meeting packs figures to Month 6 showing six months operating costs on income and expenditure.

New Bank Accounts

The Clerk informed Members that as previously notified the new accounts had been set up. Unfortunately, both the NatWest and Lloyds accounts did not allow for administration access for the Clerk as the Responsible Financial Officer. Despite being assured that the accounts had been opened it would appear that in the case of Lloyds the monies transferred were rejected as they had not at that point put their administration process in place. This is now being rectified and the Clerk anticipated that both the £30k to Lloyds and £50k to Natwest would take place within the next 7 days.

Members NOTED the difficulties with the operation of the new bank accounts.

Insurance

The Clerk informed Members in light of the number of volunteers required over the period of a year it has been necessary to up the Council's insurance to take account of the risk from 37.5 per week to 112.5 hours per week. Over the year this will ensure that all voluntary work undertaken on behalf of the Council whether by the Tree Wardens, new environmental group volunteers or others may be covered. The additional premium being £45.96 inclusive of tax.

Council APPROVED the action taken by the Clerk to protect the risk to the Council in relation to voluntary work on behalf of the Council.

F212/10/13 ACCOUNTS FOR PAYMENT

The Clerk presented to Members the Payments to 30th October 2013.

It was RESOLVED by all present that the Payments Schedule to 30th October, 2013 in the sum of £37,730.17 be APPROVED.

F213/10/13 DRAFT BUDGET FOR YEAR 2014/15

The Clerk referred to the revised budget which followed discussion in September by the Finance and General Purposes Committee.

The Clerk stated that she was required to remind Members of their duty to consider the provision of allotments with a small number of applicants still awaiting an allotment; demand currently outstrips the supply. When costs were evaluated three years ago, the projected costs were in the region of £60k+. Mr.Buckley stated that his view was that this provision be included in the Corporate Plan and reviewed as part of the Neighbourhood Plan process, as it may be possible to seek Community Infrastructure Levy/S106 gain from development should there be a demand in the community. Mr.Nagy agreed if there were an increase in demand then the Council may have to review its position.

The Clerk to ensure that the provision of future allotments being progressed through the Neighbourhood Plan process but in the meantime that the Clerk include this provision need to the Corporate Plan.

Members would recall that since last year when Council Tax benefits were replaced by locally determined Council Tax Reductions the Government reduced the funding by 10% and incorporated this is the Revenue Support Grant paid to the District Council. The Parish Council's element of this was separately identified, though there was no requirement that it be passed to the parishes. The District Council agreed to pay this sum (£151k) pro rata to the cost of benefits for each parish.

District Council inform us that the last Local Government Settlement was for two years, so the District have an idea of the grant for 2014/15. However it is anticipated that this will reduce by 22% and this year there will be no separate identification of the amount relating to Council Tax Reductions for either district or parishes.

Therefore the Parish Council can assume that the grant provided for Year 2013/14 will be reduced by a further 22% although such decisions will not be made under 11th December by the District Council. In turn this will mean that the Parish Council will be unable to possibly set their budget and precept until January 2014. We are hopeful of receiving the parish tax base by the end of November, thereby giving a clearer picture overall prior to any 22% reduction.

The Chairman asked whether any member wished to raise any questions or items for inclusion in the budget. The Clerk indicated that the budget did not have any item for either the leisure centre roof nor any further monies towards the skate park. The Chairman suggested that if any Member wished to have something included the budget would be discussed over the next two months or should anyone wish to clarify any item they should contact the Clerk.

Meanwhile the Chairman thanked the Clerk and her team for their work on the budget.

The Clerk to REPORT the budget at the next meeting of the Council.

F214/10/13 SOUTHWATER ACTION TEAM

The Clerk informed Members that having received a copy of the Southwater Action Team (SWAT) Constitutional document; this being in general conformity with the NALC/SALC proposals. However, as this was a legal document she would suggest that the minor typographical errors be rectified by SWAT who had adopted this Constitution.

The problem was however, that despite the previous Chairman of SWAT indicating his willingness to adopt the legal Memorandum of Understanding this was not actioned and approved at the Group's Annual General Meeting. In effect this means that the Council and Southwater Action Team do not have a legal Memorandum of Understanding agreed and in place. This means that the partnership is not a valid partnership and consequently Council representatives should not attend these meeting until rectified. The current Chairman of Southwater Action Team has intimidated to the Clerk that he is not proposing to rectify the position, stating that all previous documents null and void and that the Memorandum was incorporated within the new Constitution. This is incorrect other than the previous Constitution would become obsolete, SWAT should have in place the Memorandum of Understanding with the Parish Council thus enabling both the Parish Council and Principal Authorities to work in partnership with the community partnership.

Another issue has also developed in that SWAT have set their meetings dates which had previously been on a Tuesday to both Tuesdays and Thursdays; effectively ensuring that the Council's appointed representatives also on planning could not attend due to their Council duties on the planning committee again this would not lead to effective partnership work and could call into question the spirit of the Memorandum of Understanding upon approval. The Chairman of the Group has been informed of this concern by the Chairman of Council.

The Clerk is also concerned that SWAT may not now understand their role within the concept of actioning the previous Action Plan for Southwater. In planning terms it is the Parish Council's duty should they wish to do so to carry out the Neighbourhood Plan process just as it was in relation to the Parish Plan, the only difference being that the Council asked the Group to carry out this due to their inability to do so at the time as the Council were involved in the restructure of the village centre which had taken up much of the Council's staff time. The Parish Council were however throughout the process an active member of the management group of the Action Plan, and had carried out the previous Action Plan in conjunction with local groups and residents; just as would happen during the Neighbourhood Plan process currently underway. The Action Team do not have the remit to undertake this work but could be one of the groups with whom the Parish Council would work especially as the Group had been undertaking work in relation to the business and local economy. Much of this information would be of assistance to the community when preparing the Neighbourhood Plan.

Mr.Nagy stated that the Group's work with the local business community had gone well there was a high degree of value in what they could do to assist the business community. It is therefore not with intransigence but the Council had both a legal duty and fiduciary obligations to safeguard the principals of the agreement.

Mr.Diamond asked for clarification in relation to the business network, this was explained in that the network had folded. Mr. Buckley felt that until the Memorandum of

Understanding was correctly undertaken by the Group and based on the fact that the principal authorities would require the agreement then the Council should cease the partnership. Members were concerned about the potential reduction in the group's public liability having only just increased this, this being required again if it wished to work in Partnership with the Parish Council Mr.Diamond expressed disappointment at the approach taken by the Group he had hoped that the advice provided would have been adopted.

Mr.Diamond asked that despite accepting the fact that the Council could no longer continue to work in partnership that the Chairman and Clerk meet with the Chairman and Secretary of the Group to see if matters could be addressed. Members agreed with the proposal.

RESOLVED that the Parish Council terminate the Partnership arrangement with Southwater Parish Council. However, that the Clerk should write to the Chairman and Secretary of Southwater Action Team requesting an early meeting to discuss the present situation; the Chairman and Clerk to represent the Council.

F215/10/13 COUNCIL PREMISES & LAND

Easteds Barn

The Clerk stated that she was awaiting the full planning permission notice but had held initial discussions on a way to proceed with Cllrs Cole and Watkins. Building control permission will now be sought along with a full licence for the barn.

Members NOTED the action being progressed.

Leisure Centre footway to Fairbank Road

The Clerk reported that for sometime the leisure centre manager had been assessing the condition of the footway in that there is some erosion to the edges, patching etc. A quotation has been received from the Council's preferred supplier in the sum of £690 + VAT to remedy the problems being experienced. When works proceed it will be necessary to close the footway.

It was RESOLVED by all present, that the Clerk should place the order for repairs to the footpath to A.C.Farley in the sum of £690+VAT.

Storm Damage

The Clerk reported that two trees to the rear of Roundstone on Parish Council owned land had received surgery, on health and safety grounds. Further another tree in Nyes Lane public open space had also been subject to surgery to protect the public. Whilst both of these areas were within the protected area, the Clerk notified the District Council's Tree Officer, who has confirmed that the action taken was proportionate based on the storm damage and had therefore no objection. Members were reminded the Pond Farm Ghyll had in the main a Woodland Preservation Order relating to it, which prohibited works to the area without planning permission.

Mr.Nagy informed the Clerk that there was a small tree with an eight-inch trunk causing a slight obstruction at the walk through from Southwater Street to Blakes Farm Road.

Councillors APPROVED the action taken by the Clerk in ensuring the safety of the public following the storm damage.

Pond Farm Ghyll

A meeting is to take place with District Council officers to discuss the future management of the woodland in the near future. Works by the Southwater Voluntary team had identified some coppicing work. It is also evident that a number of larger trees have fallen into the Ghyll itself, and this will require the co-operation of the District for some of the trees are within their remit and that of the Parish Council.

The next meeting of the group being Sunday 24th November at 9.30am by Cedar Drive play area. Anyone wishing to come along should wear appropriate clothing and footwear.

Members felt that it would be advantageous for them to walk the land and visit all Council owned buildings with so many new members of Council. The Clerk indicated that she had arranged a previous visit earlier in the year which Mr.Diamond had attended and was happy to arrange a further visit possibly on a Sunday morning which may suit better.

It was agreed that the Clerk should arrange for a site visit for the Council to visit building and land within their ownership.

F216/10/13 SOUTHWATER SKATE PARK

The Chairman referred to the report prepared by the Deputy Clerk in relation to the repairs to the skate park.

Mrs Flores-Moore stated that she was unhappy about the escalating costs in repairing the wooden skate park and felt that monies would be better spent on a new concrete ramp. Kieran Diamond said that whilst Mrs.Flores Moore was right in some ways, it was a fact that despite the cost of the vandalism the skate park had not had major works since its inception but the Council should put matters right thereafter look at a replacement in either concrete or metal, it would be irresponsible to have gone half way and not bring it back to full use. Mrs.Alway suggested lighting and a camera to try and identify the individuals who may deem to vandalise the unit. At this point photovoltaic light units or electricity connection was discussed. A general discussion took place in relation to the history of the skate park; the clerk stating that this had been the only area in the parish to site the skate ramp, which had been found where there had been no major objection

Mr.Nagy suggested that this would be another item that could be addressed as part of the Neighbourhood Plan process with future need then identified if that be the case. The Clerk stated that as part of the process it was important to engage with the young people within the community to fund out their aspirations. If there was development perhaps if this was wanted it could be installed within any new developed area prior to people moving in so that they would know the position prior to purchasing.

Members discussed the works authorised to date and the new proposals which included ventilating the central area to try and prevent continuing water damaged in the event of another severe winter and spring.

It was RESOLVED that the Council APPROVE the reports recommendations and fully fund the repairs to the skate park.

That the Clerk investigates the provision of lighting and security lighting to the skatepark.

F217/10/13 BEESON HOUSE

The Clerk advised that the draft lease was being progressed through solicitors and had a list of surveyors to contact in relation to the internal and external survey required in order to protect the interest of the Parish Council.

Library Project

The Clerk had held discussions with the Chairman and Cllrs.Cole and Watkins in relation to this project and a way ahead had been identified.

Beeson House – General External Decoration

As part of the on-going maintenance works to the exterior of the building in relation to the cladding, it is now thought that this be best managed by cleaning and treatment, followed by painting to ensure that this reflects the status of the building in the community. This work would then be carried out under the service charge every three years. Initial costs are approximately £3,000 which would be recharged to all tenants of Beeson House. District Council would like to proceed as quickly as possible but would like to know the views of the Council.

Members were of the opinion that the building must be maintained and had no objection subject to the Clerk discussing the need and process with the relevant officer. Mr.Watkins suggested that the District Council look at the new type of paints which were self cleaning.

The Clerk to discuss the painting of the outside of Beeson House with District Council asking that they investigate the new type of self cleaning paints available.

Meanwhile the District Council has taken steps to inform the sub-tenants of the impending legal negotiations in relation to their tenancies which will be taken over upon signing of the Head Lease by the Parish Council.

Members NOTED the Clerks comments.

F218/10/13 REPORTS BACK FROM REPRESENTATIVES ATTENDING OUTSIDE MEETINGS ON BEHALF OF THE COUNCIL

NHS Clinical Commissioning

The Clerk referred Members to Cllr.Diamond's report. Cllr Diamond being happy to take questions. Mr.Diamond stated that there may be finding opportunities available in relation to wellbeing.

SLCC Conference

The Clerk referred Members to her written to report on this conference.

Community Organisers Farewell

Mrs.Varley stated that she had attended this it having been held at the country park.

West Sussex Economic Commission

Mr.Apted stated that both he, Mr.Cole and the Deputy Clerk had attended this meeting which discussed local businesses in a sub regional context.

F219/10/13 SOUTHWATER NEIGHBOURHOOD PLAN

The Clerk advised that a meeting of the Council's Steering Group had been held and the designation order approved and submitted to the District Council. The Clerk referred to the Deputy Clerk's update.

Members NOTED the progress in relation to the Southwater Neighbourhood Plan.

F220/10/13 HORSHAM DISTRICT COUNCIL DEVELOPMENT FRAMEWORK

The Clerk reported that the Parish Council's response had been submitted.

Mr.Nagy stated that he observed the proposed changes to the strategic gap policy and this was a concern. The clerk stated that it was possible that these may still be protected through neighbourhood plan for example to prevent settlement coalescence etc., but one could not protect these by simply saying no development in the gap supposed the community are of that opinion.

At this point in the meeting the Chairman suspended Standing Orders in order to allow a member of the public to speak on this item.

Mr.Day stated that he believed that the planning authority and developers were now looking at setting out residents associations who then maintained and managed estates, and maybe that this was the way forward in ensuring that such land was maintained in future?

The Clerk reported that this did seem to be the case, but that she was aware of a similar site in Pulborough which was being maintained by a management company, but which was causing great problems for the residents with no works being undertaken but yet they had to pay expensive service charges.

The Chairman thanked the Member of public for his comments.

Standing Orders were reinstated.

F221/10/13 TREES**

At this point in the meeting the Chairman proposed the exclusion of the Press and Public in relation to Agenda Item 21 due to this relating to confidential legal advice, secondly that this remain in place for Item 22 which related to personnel issues; this was seconded by Mr.Apted and APPROVED by all present

“Confidential Note”

It was RESOLVED by all present, that the Clerk instruct the solicitors to progress the matter relating to the felling of trees in that the Council would take the advice of Council’s solicitors asking that the Solicitor respond on behalf of the Council. Furthermore that the Solicitor also respond to the complaint/allegations made in relation to parish council owned land.

F222/10/13 PERSONNEL**

Local Government Pension Scheme

“Confidential Note”

It was RESOLVED that two members of staff as indicated by the Clerk should be allowed entry into the Local Government Pension Scheme in accordance with the Council’s Pension Policy.

Key Holders Emergency Call Outs

“Confidential Note”

It was RESOLVED by all present that two members of Council be appointed as further key holders. (Further details Confidential)

Standing Orders were reinstated, the public and press had left the meeting at this point and no public returned.

F223/10/13 CLERK’S REPORT

Christmas Event

The Clerk confirmed that sponsorship had now covered the cost of the entertainment, with more sponsorship being sought.

The Clerk read a list of the main sponsors to date. The Chairman congratulated the Parish Office team for the work involved in covering these costs, the Clerk thanked the Council stating that the whole team was working hard to achieve what will be a larger event this year.

Arrangements were in place for both the Christmas lights and tree all of which would be in place one week prior to the event on the 30th November. Metrobus one of the main sponsors for example are to display the poster on buses to promote the event, the District Council will produce banners, leaflets etc.

Butterfly Project

The Clerk reported that the Butterfly Project was progressing well. Unfortunately it transpires that Horsham District Council are not the legal owners of the bridge this lies with

the WSCC and therefore permission for erection of the butterflies is currently being sought and it is thought that permission would be received shortly. Thereafter, it is hoped to have a press release with the children who had painted the butterflies present. The Parish Council has ensured that all the children who entered had received some form of recognition for having entered the competition.

Operation Watershed

The Clerk's office is awaiting formal tenders in relation to Operation Watershed from various contractors, the closing date for tenders being 28th October.

A local campaign has commenced called Southwater Locals Opposing Poo had been expected to hold a meeting to discuss residents concerns about dog fouling. The Clerk had intended to attend along with District Council colleagues, unfortunately this has to be cancelled but is to be rearranged.

Members NOTED the Clerks report.

F224/10/13 DATE OF NEXT MEETING

The date of the next meeting will be **Wednesday, 27th November, 2013** the meeting will commence at 7.30pm and will be held in the Council Chamber in Beeson House.

F225/10/13 PLANNING

Present Were:	Mr L. Apted
Mr P. Buckley	Mr G. Cole
Mr K. Diamond	Mrs P. Flores-Moore
Mrs B. Varley	Mr G. Watkins

Members of the Public:

Application	Applicant	Reason for Application	Decision
DC/13/1858 Laurie Apted	Mr & Mrs Amin Surya Salisbury Road	Rear two storey extension, flank extension at first and loft storey level, single storey garage and infill extension to replace car port, alterations to fenestration to rear and flank elevations, new pitched roof and logia to flank single storey addition, and new hard landscaping and raised terrace	This matter was delegated for decision to Mr.Apted, Mr.Watkins and the Deputy Clerk
DC/13/1906 Geoff Cole	Southwater Infant Academy	The renewal of temporary planning permission for a mobile double classroom for a further five year period	No objection

Application No.	Applicant	Reason for Application	Decision
DC/13/1914 Kieran Diamond	Mr Hart 3 Lakeside Drive	Surgery to 1 x Oak Tree	No objection to a 15% reduction to the crown subject to consultation with the District Arboriculturist
DC/13/1927 Peter Buckley	Arthur Lodge Vetinary 13 Lintot Square	Change of use from A2 (Financial & Professional Services to D1 (Non Residential Institutions)	No objection
DC/13/1938 Geoff Cole	Mr A. Ahmet 35 Cornflower Way	Proposed first floor extension over existing garage with additional accommodation in the loft	No objection subject to a drop in the roof line. This matter was voted upon. 6 For, 2 Against and 1 Abstention
DC/13/1947 Kieran Diamond	Mrs Summer 104 College Road	Surgery to 1 x Oak Tree	No objection to a 15% reduction in the crown subject to consultation with the District Council Arboriculturist
DC/13/1952 Michael Neale	Mr J. Williams 22 Nutham Lane	Proposed first floor side extension over existing garage & single storey extension to rear.	No objection
DC/13/1956 Graham Watkins	Mr Colin Cragg 74 Woodlands Way	Single Storey extension to study and replacement of existing flat roof with sloping roof	Delegated to Mr.Apted, Mr.Watkins and the Deputy Clerk
DC/13/1961 Bryan Sunderland	Ms W Adcock 14 Wealdon Close	Proposed side two storey extension, first floor extension over existing garage and front porch	No objection subject to the roof being dropped.

The meeting closed at 10.45pm.