

Southwater Parish Council



Parish Council Meeting Draft Minutes

Wednesday 30th January 2019, 7.30pm
Beeson House
Lintot Square
Southwater
Horsham
RH13 9LA

Members

Cllr Graham Watkins (Chairman)
Cllr Michael Neale (Vice-Chairman)
Cllr Geoff Cole
Cllr Ross Dye
Cllr Pauline Flores-Moore
Cllr Joy Hutchings
Cllr Nikki Knott
Cllr Mike Lewis
Cllr Derek Moore
Cllr Geoff Scoon
Cllr Hayley Timson
Cllr Barbara Varley
Cllr Claire Vickers
Cllr Neil Whitear



SOUTHWATER PARISH COUNCIL

Beeson House,
26 Lintot Square,
Fairbank Road,
Southwater,
West Sussex
RH13 9LA



Clerk: **Mrs.C.M.Tobin**
FSLCC.,

Telephone No: 01403 733202 Fax: 01403 732420
Email: Catherine.Tobin@southwater-pc.gov.uk
Community Web Site: www.southwater-pc.gov.uk

DRAFT MINUTES

The Draft Minutes of the PARISH COUNCIL MEETING held on Wednesday 30th January 2019 in the Council Chamber, Beeson House, Southwater, West Sussex, RH13 9LA commencing at 7.30pm

Present: Chairman: Cllr. G. Watkins

Cllr G.Cole	Cllr. R. Dye
Cllr P.Flores-Moore	Cllr J.Hutchings
Cllr N.Knott	Cllr .M.Lewis
Cllr D.Moore	Cllr. M. Neale
Cllr G.Scoon	Cllr H.Timson
Cllr. B. Varley	Cllr C.Vickers
Cllr. N. Whitear	

Clerk to the Meeting: Catherine Tobin, Clerk to the Council

County Councillor: Cllr N.Jupp

District Councillors: Cllr C.Vickers

Press: Not present

Members of the Public: 6

F01/01/19 PUBLIC PARTICIPATION

The Chairman asked those present to turn mobile phones to silent for the duration of the meeting, unless the phone call was deemed urgent in which case phone calls could be received with permission from the Chairman. In the event of a fire alarm sounding, everyone would be directed to evacuate the building via the exits indicated.

The Chairman advised that the meeting was being recorded in accordance with Standing Orders for minute purposes.

The Chairman asked the members of public present did they wish to speak on any subject.

At this point no members of the public wished to speak or record the meeting.

F02/01/19 APOLOGIES FOR ABSENCE

Apologies had been received or noted from

Councillors NOTED and APPROVED the apologies.

F03/01/19 DECLARATIONS OF INTEREST

The Clerk referred Members of the Council to information issued previously in relation to the Member's Code of Conduct and Standing Orders asking whether any Member had at this point in the meeting anything of note to declare.

There were no declarations of interest.

F04/01/19 MINUTES OF PREVIOUS MEETING

It was proposed by Cllr Neale, seconded by Cllr Whitear, and AGREED by all present that the Minutes of the meeting held on 19th December, 2018 be approved as a true and correct record of the proceedings at that meeting.

F05/01/19 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements at this point in the meeting.

F06/01/19 COMMITTEE MINUTES

Planning Committee – Wednesday, 2nd January 2019

It was RESOLVED by all present, having been proposed by Cllr Whitear, and seconded by Cllr Cole, that the Minutes of the Planning Committee meeting dated 2nd January 2019 be APPROVED by all those present as a true and correct record of the meeting held.

The date of the next Planning Committee meeting would be 6th February 2019.

Finance and General Purposes Committee – 16th January 2019

It was RESOLVED by all present having been proposed by Cllr Moore, and seconded by Cllr Timson, that the Minutes of the Finance and General Purposes Committee dated 16th January 2019 be APPROVED by all those present as a true and correct record of the meeting.

The Chairman of the Committee referenced the recommendation of approve, of the acceptance of a quotation from Zurich Insurance Company in the sum of £9,500.

Members had no other changes or recommendations at this point.

The date of the next Finance and General Purposes Committee meeting would be 20th February 2019.

F07/01/19 ACCOUNTS

To approve the transfer of funds equating to £70k from the Virgin Bank Account to the Co-Operative Bank Account.

It was APPROVED by all present having been proposed by Cllr Hutchings and seconded by Cllr Whitear, that authorisation be PROVIDED to transfer the sum of £70k into the Council's current account with Co-Operative Bank.

Members are required to consider and approve two new cheque and bank signatories in relation to the Virgin Bank Account operated by the Council.

After a brief discussion both Cllr Moore and Whitear be nominated at the new bank signatories in relation to this account replacing Cllr Apted who had retired.

It was AGREED by all present, that Cllr Hutchings, and Cllr Moore, be APPOINTED as cheque and bank signatories in relation to the Virgin Bank Account; this being in addition to Cllr Cole.

F08/01/19 COUNTY COUNCILLOR'S REPORT

County Councillor Nigel Jupp thanked the Chairman and indicated that he would like to bring to the Council's attention the following matters which may be of interest.

The County Council predicted increase will be 4.99% this being with the additional 2% for adult/social care, making the general increase 2.99%. It is intended to publicise the need to redirect monies due to increasing pressure on social services.

In terms of parish related matters, he would like to bring to the Council's attention the proposed car parking restrictions along the main section of Christ's Hospital Road as a way of restricting some of the problems emerging from the commuter parking in the area. Consultation had taken place with residents and others, however due to issues raised by residents in Barnes Wallace and Blue Coat Pond these restrictions will not be imposed in those areas just along the main road.

Cllr Jupp had also been in contact with the County Highways team and local residents to find ways of reducing speed in the Tower Hill area, and there was some hope that this may be facilitated having reached the criteria. However, this matter would have to go before the County Local Area (North) who only have a limited pot of money for three such schemes a year, and this particular area would not be high compared to some of the other schemes being requested of the authority by other communities and parishes.

Having spoken to Christ's Hospital about the concerns of both the Christ's Hospital Road section of highway and Tower Hill one idea that he was developing would be smiley signs which lit up when vehicles went over a certain speed limit. Such signs were moveable and could be used throughout the Parish of Southwater where he

believed there were speed issues e.g., Worthing Road. Cllr Watkins stated that he felt that this would be an ideal scheme for the new Community Partnership to manage. Cllr Jupp stated that Christ's Hospital School had agreed to fund these units and with the Council's approval he would pursue this matter.

Councillors indicated that Cllr Jupp should proceed with the proposal, thanking him for his and Christ's Hospitals consideration.

Cllr Jupp indicated that he was in contact with Cllr Moore over an area close to the junction of Cripplegate Lane which did not currently have pedestrian access.

Cllr Jupp stated that he understood that the Clerk and the Winter Maintenance Team at West Sussex had been in communication; the Clerk acknowledge that this was the case.

In relation to the previous issues raised with regards to the condition of the road surface at Pollards Hill, he had not as yet progressed this but fully intended to do so.

District Councillor Vickers stated that she had had contact with residents of Barnes Wallace Avenue and Blue Coat Pond who were concerned about the restrictions in terms of their parking during the day. It had been suggested parking permits may be the best way of dealing with this. Cllr Jupp referred to his previous comment in that the restrictions would now only deal with the main Christ's Hospital road. Cllr Hutchings said that much of the problem in those areas were commuters and those parking their vehicles for period of up to three weeks whilst they caught the train to the airport.

Cllr Lewis asked whether Cllr Jupp could look at the bus shelter situated on grass at the junction of Cedar Drive/Cripplegate Lane; there being no footway enabling disabled access to the services. Cllr Jupp stated that he would indeed look at this matter and report back.

Cllr Watkins stated that he had raised concerned regarding DC/18/1299 in terms of the highways report produced and questioned whether this had been a desk top exercise. What was required was a site meeting between all the councils involved. Cllr Scoon stated that in terms of the development proposals being considered by County and indeed appeared to be approved by Highways there were 35 items which drivers in the area from Cedar Drive junction to the Worthing Road had to take account of, let alone school children and those using the new Co-Operative store. Cllr Vickers stated that she had asked for a site meeting to deal with a particular development and would suggest that both the County and Parish Council be invited.

Cllr Jupp referring to Highway criteria stated that whilst he would attend a meeting along with his officers, Councillors should be aware that such highway reports were based on sound criteria and regulation.

Cllr Flores-Moore stated that upon attending an incident close to the Boars Head junction she would just like to reiterate the danger of this junction where despite various

attempts there had been no solution to what in her mind was a dangerous junction. Cllr Vickers stated that unfortunately development gain had had to be returned to a developer due to the fact that no scheme could be found. Cllr Jupp stated that he had noted the concerns raised.

F09/01/19 DISTRICT COUNCILLOR'S REPORT

Cllr Vickers reported that the District Council's increased was to have been 3.2% however it would now be the same as the December inflation figure of 2.7%.

In relation to Roman Lane, Cllr Vickers stated that she had spoken to the Planning team at Horsham District Council who were putting pressure on the developer in terms of compliance and concerns on the play area. The hope being that this land and play area could be transferred before year end.

F10/01/19 SOUTHWATER LEISURE CENTRE**

The Chairman indicated that he would take the second part of the agenda item first if members were in approval this related to the grant to the Tiddler & Toddler Group. Cllr Neale referred members to the report produced for the meeting by the Clerk and confirmed that a meeting with the Tiddler & Toddler group had been agreed the outcome of which would see £2.50 per child over 1 years of age and £1.00 per child for those under 1. The Group would look at forming a charity in order to move forward with the Council approving a grant in kind in terms of hire to the end of April 19.

It was APPROVED that the Tiddler & Toddler Group be provided with a grant in kind of hall hire until end April 2019. Fees for the group meantime would be £2.50 for children over 1 year olds, £1.00 for a child under 1 years of age.

****EXCLUSION OF THE PRESS AND PUBLIC**

The Chairman indicated that due to the confidential and commercially sensitive nature of the business to be transacted, Members were asked to consider a resolution to exclude members of the press and public in accordance with Standing Orders (Meetings). This was proposed by Cllr Watkins, seconded by Cllr Neale and agreed to by all present.

“Confidential Session”

F11/01/19 SOUTHWATER LEISURE CENTRE – LOWER CAR PARK

“Confidential Session”

Standing Orders Reinstated

The Chairman indicated to those present the exact nature of the resolutions in relation to both the Leisure Centre and Car Parking Charges.

It was proposed by Cllr Whitear, seconded by Cllr Neale and approved by all present that the Clerk and the Leisure Centre Working Party continue to investigate the two options preferred by Council (a) Community Infrastructure Company (CIC) and outsourcing to People & Places and that following a clear option to consult with the community of Southwater.

It was RESOLVED by a Vote of 10 to 4 that the Parish Council agree to charge for car parking, but that the decision on the charge be postponed for further debate at a future Finance & General Purposes Meeting.

9.30 pm. Cllrs Hutchings and Vickers left at this point in the meeting.

F12/01/19 SOUTHWATER PARISH COUNCIL – DRAFT BUDGET 2019/20

The Clerk referred to the Draft 7 Version of the Budget and Notes. The Clerk reminded members that the setting of the budget was one of the three duties placed on the Parish Council. District Council were also pressing for the Budget calculations which are required by 31st January 2019.

Council should also be minded to consider the recommendations in the Internal Auditor's report in terms of income, reserves and the potential deficit previously advised by the Clerk and Auditor. The Auditor's report has been sent to all councillors.

The Chairman of the Council's Finance & General Purposes Committee indicated that he wished to present a statement on the financial position of the Council in terms of the budget before Council.

Budget Statement 16/01/2019

The production of the 2019/2020 draft budget was a challenge for Southwater Parish Council. The Chairman indicated that due to the discussions in relation to the proposed car parking it was necessary to amend the draft budget of £632,964 giving a final budget amount of £645,964 which is now submitted for approval tonight.

The current position for the budget proposal will see the Parish Council's element of Horsham District Council Tax which is the precept, increase from £117.00 for a Band D property in 2018/19 to £144.05 for 2019 /2020. This amounts to a 23.12% increase having removed the income and expenditure proposed for car parking out of the budget a different of £13k.

The current financial year has seen unexpected expenditure some of the larger incomes have not materialised. The items below although not exhaustive are just the major items, there are other smaller positive and negative figures which have all contributed to a strain on the current year's finances.

The net result of the above means that the current year's expenditure is expected to considerably exceed the set budget for 2018/2019; this having been discussed by Council previously.

I would also like to add that during a recent internal audit, the auditor agreed with the figures predicted at that time for end of year. The auditor stated that we need put money aside in future budgets to recover our general funds to an acceptable level. The auditor also stated with the expected year-end financial position it difficult for the Parish Council's to borrow money, for future projects.

LARGE VARIANCES FOR 2018/19

Expenditure

War Memorial
Bridge Repairs
Easteds Barn Costs
LC Staff salary Costs
Pension Costs PC
LC Pensions Costs
Parish Office Counter
Neighbourhood Plan

Expenditure which has not occurred.

Neighbourhood Wardens costs, this will be accrued to next year

Income which was not achieved

Easteds Barn Income
BH Small Office Income
Loss of one Week's Income LC
Wardens Income (a commitment has been received from the CEO or Horsham District Council that the Council will receive the £30k in 2019/20)

Items with significant difference for 2019/2020 budget.

There is a general assumption regarding the Leisure Centre operation in that the assumptions are based on the Leisure Centre being run on a similar basis as present. The income and expenditure being, approximately £93,000 net operating cost after income. If the operating net costs were removed from the overall budget the % increase would be just 3%.

- More realistic pension costs based on the revised salary level for both the Leisure Centre and the Parish Council staff.
- The public open space costs increased to £50,000.
- Neighbourhood plan budget £40,000 which is an increase from last year.

