

SOUTHWATER PARISH COUNCIL

Minutes of the Full Council Meeting held on Wednesday, 24th Sept, 2014 at 7.30 p.m., in the Council Chamber, Beeson House, Southwater.

Present Were: **Mr P. Buckley**

Mr L. Apted **Mr G. Cole**
 Mr.K.Diamond **Mrs.P.Flores-Moore**
 Mrs.J.Hutchings **Mr.M.Neale**
 Mr D. Nagy **Mrs B. Varley**
 Mrs.C.Vickers **Mr.G.Watkins**

Clerk: **Mrs. C.Tobin**

County Councillor: **Cllr Brad Watson OBE**

Sussex Police: **Not present**

District Councillors: **Not present**

Members of the public: **One**

Press: **Not present**

F46/09/14 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 but there was none.

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.

Mr.Cole stated that he was appalled at the condition of Lintot Square, it was looking decidedly scruffy with weeds everywhere. The Clerk stated that whilst discussing this with officers of the District Council to date the weed spraying had not been carried out. One of the Parish Council's litter wardens was to have carried out works to then remove the weeds preventing regrowth.

The Clerk was asked to report this to the Estates Manager once again.

Mrs.Hutchings reported that the footpath on the opposite side of Christ's Hospital Road to that cut by the school required attention, this was situated just prior to the school itself.

The Clerk indicated that this had been reported to the Highways Department, but that her office would do so again.

County Councillor Brad Watson OBE., was invited by the Chairman to report on County matters.

Cllr Watson referred Members to the consultation being conducted in relation to how people wanted the County to spend their Council Tax, and what was important to them in term of services. This consultation closed on the 12th October 2014.

Cllr Watson reported that there was an opportunity of applying for further Operation Watershed monies, and he was sure that Southwater Parish Council would be putting in a further bid.

A major reorganisation change was currently taking place within the County Council to reflect the changes required for the future and Government policies with an increased focus on residents care, wellbeing, education, community, public protection etc.

Mr.Diamond arrived with apologies at 7.40 pm.

Cllr Watson then highlighted the troubled families initiative, in that West Sussex had been extremely successful in tackling the issues further monies had been allocated and West Sussex County Council were to receive some of this.

The Local Government Association (LGA) were currently looking at the differential in funding between the different authorities, as Members were aware Cllr Watson highlighted this every year with a very low grant settlement from Government. For example West Sussex received £260 per person per year, Unitary Authorities £400, Metropolitan Boroughs £500 and London Boroughs £700. The Shire Counties definitely lost out.

Finally there was a further consultation about new schools provision in the area, due to the significant growth from primary education to secondary. Tanbridge will see an intake to 300 pupils per year, with some changes at the Weald with a new primary school at Kilnwood. Significant pressures will come with the North Horsham proposals should they proceed with a potential shift to the provision a new secondary school in the Crawley area, rather than the Horsham area who would miss out.

F47/09/14

APOLOGIES FOR ABSENCE

Apologies and reason for absence have been received from Mrs.Alway, Mr.S.Francies.

F48/09/14

DECLARATIONS OF INTEREST

The Clerk referred Member's of Council to information issued in relation to the Member's Code of Conduct and Standing Orders. This information contained a flow

chart which should assist Members in reaching their decision this not being overly complicated.

The Clerk informed Members that her role was to provide impartial information and advice in relation to such matters, but that it was for the Member concerned to decide whether or not to declare an interest and what the nature of that may be. The Clerk referred Members at this point to the Nolan principles setting out standards of behaviour required by Members of a Council.

Members are advised to consider the agenda for the meeting and determine in advance if they may have a personal, prejudicial or Disclosable Pecuniary Interest in any agenda item. If a Member decided they do have a declarable interest, they are reminded that the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

Where you have a Prejudicial Interest (which is not a Disclosable Pecuniary Interest) Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussion of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.

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

F49/0914

MINUTES

The Council discussed the minutes of the meeting held on Wednesday, 30th July, 2014 and there being no amendments to these minutes they were duly approved.

It was RESOLVED by all present that the minutes of the meeting held on 30th July, 2014 be APPROVED by all present, following the changes made.

F50/09/14

CHAIRMAN'S ANNOUNCEMENTS

The Chairman informed those present that Cllr Williamson had resigned as a Councillor for family reasons. The Chairman indicated that both he and the Clerk had written to Cllr Williamson thanking her for service to the community whilst in office. The formal notice has been issued as required.

The Chairman reminded Members that the Autumn Springclean was to take place on Sunday, 28th September 2014. This commenced at 10am at the Cedar Drive playarea. Pickers would be provided along with tabbards.

F51/09/14

CORRESPONDENCE

There was no correspondence of note to bring to the Council's attention at this point but the Clerk wondered if Members had any questions relating to documentation sent to them.

Station Road, Southwater

The Clerk informed Members that notification had been received from BT Openreach in that it is intended to close this area to all traffic on 15th December between 9.30am and 3.30 pm.

Parish Council's Newsletter

The Autumn Issue 2014 would be distributed week ending 25th September, and highlighted the small offices current available in Beeson House, Southwater's Christmas Event.

Horsham District Council

The District Council having reviewed its play provision within the District inform the parish council that there will be proposed improvements to the Cedar Drive and Country Park play provision. Play areas in Grange Way and Edinburgh Close will be removed as these are no longer considered viable through lack of use.

Department for Communities & Local Government – Consultation the Right to Challenge Parking Policies

The Clerk asked Members whether they would like to comment on this consultation which had been sent. This relates to the Traffic Management Act 2004 which gave local authorities the option of adopting civil parking enforcement powers, with most having taken the responsibility for the design, implementation and enforcement of parking policies in their areas.

There has however been growing public concern that some authorities appear not to be using their powers to meet the best interest of road users, communities and business in their area. Concerns relate to over zealous parking enforcement and high parking charges driving people out of town centres, pushing up the cost of living and making it harder for people to park responsibly and go about their everyday lives.

The Government are committed to change the rules so that local residents and firms will be able to make their council review their parking strategies and practices. This consultation provides more detail on the options and invites views.

Mr.Diamond said that it was important to encourage people to come, visit and shop and generally use the facilities within Lintot Square, therefore it was important that the Parish Council put pressure on the District Council to ensure that the proposals in relation to pay to park did not come to Southwater, as this would encourage more and more people out of the village especially when they can go to Tesco and park for free.

Mr.Watkins stated that the importance of infrastructure would be a topic for the Neighbourhood Plan, and that the plan fit around Southwater's needs. Mr.Diamond was concerned about the increase year on year of parking in and around the country park will little or no signage to encourage responsible parking with much of this having a major impact on the residents of Cripplegate Lane and Station Road. The Clerk stated that there had been in the previous two weeks meetings which would hopefully address some of the illegal and inconsiderate parking issues relating to the country park.

It was important that local people were not penalised with increased on street parking due to the charging policy of the District Council.

Mrs.Varley felt that to charge at the country park would be a retrograde step, deterring business from the café in the park. The Clerk stated that the proposed plans would enhance the country park not detract.

Mr.Nagy said that it was important the during future discussions that the District Council be able to quantify numbers entering or visiting the park either by car or on foot.

It was agreed to await the report back on the various meetings attended and discuss the matter further at this point.

F52/09/14

COMMITTEES

Finance & General Purposes Committee – 10th September 2014

It was AGREED that the Finance & General Purposes Committee minutes dated 10th September, 2014 be approved, following the changes agreed, including the recommendations contained therein.

The date of the next meeting being Wednesday, 8th October, 2014

Planning Committee – 11th September 2014

It was RESOLVED by all present that the minutes of the Planning Committee dated 11th September, 2014 be approved as a true and correct record of the meeting to include any recommendations therein.

The date of the next meeting being Thursday, 9th October, 2014.

F53/09/14

ACCOUNTS

Councillors were referred to the meeting pack and asked to confirm that the documents provided were a true position of the Council financial affairs, eg. Bank reconciliation, income and expenditure analysis and sales ledger. The Clerk apologised for the fact that the figures submitted prior to the meeting were incorrect these referring to a previous meetings schedule, it was hoped that Members had the correct information within the revised financial packs.

The Clerk informed Members that Southwater Football Club had paid the outstanding balance plus £25 fee for late payment the previous Friday and therefore this was not reflected within the figures the analysis being produced a week ahead of the meeting.

It was RESOLVED that the information provided by the Clerk represented a true record of the financial position of the Council as at 24th September 2014.

Revenue & Customs

The Clerk informed Members that despite writing to the Revenue & Customs at the end of June in relation to the Opt to Tax Southwater Leisure Centre. The Clerk had that day spoken to the relevant office, and whilst the plan provided was confirmed as received, it was requested that the papers be resent; this has been carried out by Recorded Delivery.

Members NOTED the information provided.

2nd Half Precept (Local Council Tax)

It was confirmed that the District Council had paid the second half of the Parish Council's element of the Council Tax this being £149,494.00.

Member's NOTED the information provided.

F54/09/14

ACCOUNTS FOR PAYMENT

The Chairman presented to Members the Payments to 24th September 2014. The Clerk apologised for the fact that the financial information supplied with the packs was incorrect. New packs having been issued electronically and in hard copy for Members to consider.

Mr. Diamond asked whether it would be possible for the clerk to show these via the projector, as this could avoid the need to print off the various documents. The Clerk stated that if Members wished they could receive the financial information electronically and on the evening of a meeting have these displayed. The question of data protection and names within listings was discussed the Clerk being asked to redact such information. Members would when referring to the debtors list in future, refer to account numbers only.

The Clerk informed Members that two further payments had been authorised under delegated powers and signed off by Council signatories, these being £13,052.98+VAT in relation to the second certificate for Beeson House, and the other £34,272.25+VAT in relation to the first certificate for the MUGA. A claim has been submitted to Sport England who have provided a grant of £50,000 with the other monies being found through planning gain, negotiated by the Parish Council.

It was RESOLVED by all present that the Payments Schedule to 24th September, 2014 in the sum of £48877.39 plus £13,052.98 and £34,272.25 be APPROVED.

Councillors NOTED the Clerk's actions.

F55/09/14

SOUTHWATER PARISH COUNCIL ANNUAL ACCOUNT YEAR ENDING 31ST MARCH 2014

The Clerk informed Members that the Accounts for Year Ending 31st March 2014 had been audited by External Auditors, Littlejohns. The appropriate public notice had been displayed as required.

Mr. Cole stated that it was interesting to note that the balance carried forward

increased slightly.

The question of general reserves was discussed in that these were considered lower than would be expected under financial regulations. The Chairman indicated that the Council had access to its own ring-fenced funds, which could be borrowed from to undertake projects or support projects; these then having to be paid back. Mr.Nagy felt that this was a prudent approach taken by the Council rather than raising the precept for emergency situations. Reference was made at this point to the District Council's approach in that much of any gain received was then spent with monies raised as necessary.

Members NOTED that the accounts had been duly approved by the appointed Auditors, Littlejohns,

F56/09/14

PARISH COUNCIL IT SYSTEM

The Clerk referred to her report, the only changes being that the VPN licences would not be required and therefore this cost should be discounted from one of the tenders. Two tenders having been received, one from Stanly Associates and the other from Ravensbridge.

The current concern being that the server which had been in situ for some 11 years was failing, having been repaired the previous year; it was no longer viable both in terms of costs of repairs and the potential risk to the Council's data. Referring to the tenders it was always difficult to get an exact match on equipment being recommended, but this has been obtained so far as possible.

Mr.Nagy gave a summary of the current position with regard to the server in place, this having been installed and maintained by the Council's current contractor for a period of 11 years.

Mr.Diamond asked whether the storage on the server was adequate for the Council going forward, as it was likely more storage would be used due to the change in the overall demographics of the community. Mr.Nagy stated that in his view it would although he too was not an expert in such matters. A further discussion took place as to whether the Council should appoint a consultant to look at the overall system; this was discounted at this stage thereafter a discussion took place about the possibility of renting the IT equipment. Mr.Cole and Mr.Buckley did not feel that this was the most cost effective way of dealing with the matter. A general discussion took place as to the potential lifespan of such equipment, mention was also made that the Clerk's computer would require replacement as this was still operating on XP and also the Leisure Centre systems should be evaluated during 2015 if not before. Generally the prices quoted for the equipment varied little and appeared competitive.

Mr.Watkins felt that in his view the proposals were reasonable and easily understood and felt that a decision should be made and he would propose that the existing contractor Stanley Associates be awarded the contract based on the fact that they knew the office systems and therefore it was more than likely with the set up that the new server and firewall would take less time to install.

Referring to the costs it was thought that the Council should transfer £4k to cover the overall costs from general reserves.

Concern was expressed that if the equipment were to last for three to five years then the Council should be budgeting year on year for future replacement costs. It was agreed that the amount would be further discussed during discussions on the budget for Year 2015/16 with a provisional sum of £1k set aside.

This proposal having been seconded by Mr.Buckley was then put to a show of hands. All Members with the exception of Mr.Diamond who abstained RESOLVED that the contract for the replacement server and router be given to Stanley Associates. The monies to provide for this emergency situation to be transferred by the Clerk from General Reserves.

The Clerk to ensure that the figure of £1k be put aside within the budget for future computer replacement costs.

F57/09/14

MEMBER'S CODE OF CONDUCT

The Clerk referred to the Draft Member's Code of Conduct. This revision if required in order to comply with changes to the Nolan principles and other minor administration changes. This is also compliant with the District Council's approved Code of Conduct.

The Member's Code of Conduct was APPROVED by all Members present.

F58/09/14

REPORTS BACK FROM REPRESENTATIVES ATTENDING OUTSIDE MEETINGS ON BEHALF OF THE COUNCIL

HALC Meeting – 18th September 2014

Mr.Apted reported that Mr.Buckley and the Clerk had attended this meeting held at Sullington Village Hall on 18th September. The main speakers were from Sussex Police, Chief Inspector Hodges and Inspector McKnight. Unfortunately the story was much the same as the Chief Inspector had reported to the Parish Council in July in that out of a total of 20 PCSO's there were currently on 12. Mr.Apted stated that in his view the lack of policing will lead to a reactive type of role rather than the proactive policing we have seen in the past.

Horsham District Council – Country Park Meeting - 10th September 2014

Graham Watkins informed those present that both he and the Clerk had attended a walk around the country park and an excellent presentation regarding the vision for a Dinosaur Park. However, it was made clear at the meeting that the car parking issues in and around the Country Park had to be addressed. It was envisaged therefore that a new larger area will be created in Benn's Field, with more signage in the Millstraight car park area designating this as the Dinosaur car parking area.

Questions were raised in relation to the number of people whom the District Council felt that this new facility would attract. The Clerk stated that the group had been informed that there were approximately 120k visits each year, and it was anticipated that this number may rise by another 20-30k per year. Mr.Nagy asked whether this figure was reliable, the Clerk stated that this was only an approximation for the District Council did not have electronic means of doing so.

Mr.Diamond questioned whether there would be allowances for coaches, Mr.Watkins responded that the present car park could possibly be used for pick up and drop off's but it was too early in the day to say with any certainty how this would be managed but felt confident that the project had merit.

Mrs.Vickers stated that she too had made it clear as had Ian Howard and John Chidlow that the changes to the car parking in Benn's Field and within the village had to be addressed in tandem with the proposed Dinosaur Island. Mr.Neale asked whether the drainage in the existing play area would be addressed; Mr.Watkins said that this was one of the fundamental issues being addressed starting from scratch. Mr.Nagy agreed that the drainage was important for this had been addressed before but had failed to remedy the situation.

Mr.Watkins stated that it was hoped that the video seen would be available shortly once contracts were issued so that the community could see the proposal for themselves. It was hoped that this facility would be open as part of the first phase of improvements for the Country Park by April 15, to avoid clashing with the local government elections in May 2015.

The Clerk reminded Members that the Parish Council representatives on this group were, Mr.Cole, Mr.Watkins and herself.

West Sussex County Council – Station Road/Stakers and Cripplegate Lane – 19th September 2014

Mr.Watkins then reported that a meeting had been held with District and County Officers to find a solution to the parking issues emanating from the success of the country park. This included a discussion about a TRO for Station Road to Little Bridges Close and also a new entrance/exit onto Cripplegate from Benn's Field the existing Country Park car park which is to be extended as part of the overall vision for the Country Park. The District Council were to come up with the landscape drawing, and a further meeting would take place thereafter. Improvements would also be made to the Millstraight car park as previously reported with appropriate signage to the Dinosaur Park.

Mr.Watkins also stated that it was important that such matters regarding infrastructure were addressed through the Neighbourhood Plan going forward.

Surrey & Sussex Association of Local Council - AGM

Mr.Buckley reported that he, Mr.Apted and the Clerk had attended this meeting, which started late as there was a problem in the meeting being quorate. Lord Lytton had retired as President and Cllr Michael Chatter appointed President. A presentation was given by Mrs.Katie Bourne the Police and Crime Commissioner.

The Clerk informed Members that it is proposed to hold the next SSALC/WSCC meeting with Parish representatives at Southwater Leisure Centre on Thursday, 30th October 2014.

'The Bee' School's Project

The Chairman indicated that judging had taken place, and the chosen 'bees' sent to the contractor. Mr.Diamond asked whether the suggestion of inviting the Army to play The Flight of the Bumble Bee at the unveiling had been successful. The Clerk stated that Christ's Hospital School had been approached, and the Council were awaiting a response.

Local Council Advisory Service (Insurance)

The Clerk and Leisure Centre Manager attended this course on 23rd September. Topics covered were examples of health and safety breaches within the sector and related claims/settlements, social media, events organisation. This was extremely useful to the Council.

Southwater Action Team

Mr.Nagy stated and both he and the Clerk had attended but he would discuss matters in the next section.

Southwater Village Hall

Mrs.Varley reported that she had attended a Village Hall Management meeting on 16th September 2016.

F59/09/14

SOUTHWATER ACTION TEAM

The Clerk referred to her report she apologised for the lateness in producing the document, but that this had been due to staff holidays and workload.

Prior to Mr.Nagy reporting the Clerk stated that SWAT had asked about parish councillor membership of their organisation and as such advice had been received.

The Clerk read the advice received from Surrey & Sussex Association of Local Council and had produced for consideration by Council the following statement in relation to Member's participation on not only Southwater Action Team but other village organisations.

"The appointment of a parish council representative is as an observer for the purpose of representing the Parish Council and its policies. When voting on a particular

matter when appointed to a management committee the Member should ensure tht the matter at hand is in direct line with the Parish Council's policy or the matter has previously been approved by the Council enabling further participation by the Councillor. If this is not the case, then the Member should ask that the matter be referred for consideration to the Parish Council and if this is not possible then the councillor must abstain from the vote. The Council should then be advised at the earliest opportunity by the Councillor of the date and time of the meeting along with any decision made at that meeting by the outside body."

Members APPROVED this statement and asked that the Clerk send this to all organisations where the Parish Council had appointed representation.

Mr.Nagy stated that his comments reflected the Clerk's report, other than the Constitutional issue in relation to the proposed name change it had been agreed at the last meeting that the Group should produce a list of outstanding actions required under the Action Plan, with this plan lapsing at the end of September 2014. It was suggested that going forward the Group might like to consider a number of actions which would deliver 'quick wins' and that the group try and engage with the community thereby encouraging a larger membership with the potential of delivering the plan. Unfortunately, the current membership list was not large and the existing management group no matter how willing to take on projects, had other commitments.

Mrs.Flores-Moore expressed concerns bearing in mind the advice received from the County Association re membership that her name had been on the list sent out re membership of Southwater Action Team. The Clerk explained that having discussed this with the management group of the Action Team, this was a historic list, and the emails sent had given the opportunity of not engaging. Nevertheless, an apology had been received. The Clerk stated that as at the time of the meeting 16 people had expressed an interest in being members of the group. Mr.Nagy said that it was for this purpose as previously stated that it was imperative for the group to find new members to assist it in achieving its aims and aspirations if it were to continue after the Annual General Meeting in November. Both he and Cllr Howard had agreed at the previous meeting to assist in visiting local businesses with the hope of driving interest in the local economy, business meetings and data collection. MrsFlores-Moore was not satisfied in that unbeknown to her as a Councillor her name had appeared on the list.

At this point in the meeting the Chairman asked Mr.Alex Prosser Snelling did he wish to address the points made.

Mr.Prosser Snelling advised the Council that there were now 20 members registered with the Action Team as of the previous evening. Mr.Cole stated that having discussed the outstanding matters some nine months ago, it did not appear that much had moved on. Mr.Prosser Snelling felt that in terms of the Constitution it was only the name that the group wished the Council to consider, it was realised that with the partnership working well perhaps this was not the time to consider such changes. The Clerk referred to her previous comments. Mr.Cole questioned the finances of the group in that he believed that there had been a deficit. Mr.Prosser Snelling explained that this had been linked to monies received from the Bike to Work scheme which had folded but that the group had financial reserves of £2,700. This amount had been boosted from income from advertising for the 'Southwater Walks Leaflets'.

Mr.Prosser-Snelling thanked the Clerk's office for their support and Nancy Brock for producing the new walks.

The fact was that the group had achieved the Action Plan, Village Design Statement and the Walks Leaflets since 2009.

Mr.Watkins was concerned about a number of the items identified as still requiring progression in that if these were to remain they would conflict with the topics to be covered by the Neighbourhood Plan, which was not acceptable. The Clerk suggested that perhaps if these strategic items were taken out of the forward plan and taken back for consideration by the Neighbourhood Plan process, then this would leave other items which Southwater Action Team could progress and deliver.

Both Mr.Diamond and Mr.Nagy felt that such matters should have SMART targets. It was generally agreed after a further discussion that the Clerk would tidy up the plan following the removal of the strategic items with a view to SWAT then considering this at the Annual General Meeting; it being for that meeting to decide whether it wished to continue thereafter.

Mr.Prosser Snelling said that in closing he would like to invite all Councillors to the Annual General Meeting of Southwater Action Team being held on 13th November 2014.

The Chairman thanked Mr.Prosser Snelling and reinstated standing orders.

The Council RESOLVED the following:-

Constitution Name Change from Southwater Action Team to Southwater Community Partnership APPROVED

Young People's Travel to Work Scheme – APPROVED subject to amendments that the scheme apply only to Public Transport, that it did not conflict with other payments received from the DHSS/Job Centres and that an application form be signed by each applicant.

Action Plan – APPROVED that the Clerk look at the Actions to be Completed listing and update this to ensure that SMART targets were applied and that these actions be achievable having taken out the Strategic Actions still to be delivered. These actions to be incorporated within the Neighbourhood Plan process.

F60/09/14

SOUTHWATER NEIGHBOURHOOD PLAN

Mr.Watkins reported that a Steering Group meeting had been held in August, this having been attended by Laura Burke of Horsham District Council who gave a presentation on the Neighbourhood Plan process; this had been very informative.

The consultation boards were being rolled out having been in Beeson House, Leisure Centre and elsewhere. The group were attending various events in the community to try and obtain the communities views on the range of topics to be covered.

A meeting with two planners had been arranged for the following day and it is hoped that subject to those discussions that they will attend and brief the Steering Group.

It is hoped that the Neighbourhood Plan process will be complete by June 2015.

F61/09/14

FIRE CONTRACT TENDERS FOR COUNCIL BUILDINGS

The Clerk reported that only two out of six companies had tendered for the fire system and extinguisher contract, these being Interserve formerly Initial/Rentokil the current provider and Fire Risk UK a Southwater business who had previously held the contract prior to three years ago.

There were it was reported slight differences as Members could see in the number of visits. In order to be fair to those and with the quotations differing slightly the Clerk has asked for written confirmation from both. For example one company quoted for four visit the other two visits. As the companies were approached today regarding the difference, it would be preferable subject to the responses that the Council delay a decision.

The Clerk would like this matter delegated to the Chairman of Council and Vice Chairman of Finance & General Purposes and herself with a view to placing the contract for the next two years period.

It was APPROVED by Council that the decision in relation to the Council Fire Tender Contract be delegated to the Chairman of Council, Vice Chairman of Finance & General Purposes and Clerk.

F62/09/14

CLERK'S REPORT

The Clerk was asked to ensure that whilst the new name for the War Memorial could not be put on in time for Remembrance Day, that this name be added to the roll call on the day.

The Deputy Clerk to advise the relevant persons of this.

Member's NOTED the Clerk's Report.

F63/09/14

PERSONNEL & PENSION SCHEME**

Pensions Regulator

The Clerk advised Members that originally the Council had expected to have to auto enrol all staff into the approved WSCC Pension Scheme in 2016. Notification has however been received indicating that this date has been moved forward to 1st October 2015. This will initially cause as considerable amount of additional work in terms of administration.

Councillors NOTED that the Council will have to auto enrol all staff into the West Sussex Pension Scheme as from October 2015.

Staff Vacancies

The Clerk informed Members that the vacancies had been advertised on the Council's website, Facebook, notice boards, Job Centre and District Post.

F64/09/14

DATE OF NEXT MEETING

The date of the next Full Council Meeting will be Wednesday, 29th October, 2014.

F65/09/14

PLANNING

Application No.	Applicant	Recommendation
DC/14/1582 Kieran Diamond	Mr.Stewart Savill 40 College Road, Southwater Horsham, West Sussex Land to the rear of 38 and 40 College Road. Change of use from grass wasteland/verge to garden amenity area incorporating new boundary fence, plus hard standing for vehicle	No objections
DC/14/1807 Joy Hutchings	Mr.G.Hinson 10 Little Bridges Close, Southwater Proposed single storey extension	The Council could not make a recommendation on this due to the fact that the plans were still not on the District Council website
DC/14/1859 Peter Buckley	Mr.M.Manktelow 28 Little Bridges Close, Southwater Variation of Condition 2 in relation to DC/12/1399 (matching materials) in order to substitute the vertical hanging tiles as set out in the application details	No objection
DC/14/1912 Barbara Varley	Miss Susan Cato 12 Foxes Close, Southwater Replacement windows	No objection
DC/14/1940 Michael Neale	Mr. & Mrs.A.Christy 2 Nutham Lane, Southwater First floor extension above existing garage	No objection subject to the proposed extension roof being hipped in accordance with the Village Design Statement

F66/09/14

HORSHAM DISTRICT PLANNING FRAMEWORK 'INSPECTION HEARINGS'

The Clerk reported that the Planning Inspector had called the hearings which will be held in the District Council Chamber in North Street for 4th – 14th November 2014. Subject to Members approval, the intention is to produce a summary for submission to the Inspector based on the Council's current policies/views in relation to the Planning Framework. It is also intended that due to the importance of the plan in relation to proposals which would affect Southwater, that the Deputy Clerk/and or the Planning Chairman will attend the hearings on behalf of the Council.

The Inspector has asked specific questions and the Council's response will be based on these.

Standing Orders were withdrawn to allow Cllr C.Vickers to address the Committee.

Mrs.Vickers gave a brief summary of how the Inspector's Hearing would operate, Wednesday 12th November relating to Southwater matters, with four questions raised on policy, one by Berkleys and another on alterantive sites.

Standing Orders were reinstated.

F67/09/14

SECTION 106/COMMUNITY INFRASTRUCTURE (CIL) AGREEMENTS

The Clerk reported that there had been no movement in terms of receiving answers other than those previously reported.

The Section 106 development gain for Trollsland has still not been collected by the District Council and this is being pursued. The Parish Council will need to consider making applications for such monies in the near future and it is hoped that the District Council will have collected what is a considerable sum.

The Clerk is still awaiting a meeting to discuss concerns about the transfer of areas of land in relation to the Bovis site. Members were reminded that both the public open space and play area are intended to be transferred along with a commuted sum for maintenance to the parish council.

Mrs.Flores-Moore expressed here concern that the developer was not being pursued vigorously by the District Council, surely the developer had entered into a legal agreement to pay these sums, and likewise the District Council had an obligation to collect what is in terms of gain a considerable sum.

The meeting closed at 10.15 pm.