

SOUTHWATER PARISH COUNCIL

Minutes of the Full Council Meeting held on Wednesday, 29th April, 2015 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**
 Mr D. Nagy **Mr.M.Neale**
 Mr.G.Watkins

Clerk: **Mrs. C.Tobin**

District Councillor: **Cllrs J.Chidlow and I.Howard**

County Councillor: **Cllr B.Watson OBE.,**

Guest Speaker: **Mrs.K.Bourne, Sussex Police & Crime Commissioner**

Sussex Police: **Chief Superintendent Laurence Taylor, Sussex Police**

Members of the public: **1**

Press: **Not present**

F54/04/15 PUBLIC PARTICIPATION

The Chairman issued the good housekeeping rules in relation to actions to be taken in the event of a fire. The Chairman that unless someone was to record the meeting, then all phones should be turned off or set to silent.

Mr.Nagy said that as this was his last meeting as a Parish Councillor for Southwater, he would like to take the opportunity of thanking one and all for their support. The Chairman thanked Mr.Nagy for his work on behalf of the community.

Mr.Neale stated that he had received a report from a resident at Little Bridges Close, regarding concerns raised over her back garden. The Clerk indicated that she was aware of this with the resident having reported this previously, the Clerk would carry out further investigations into the complaint received.

Mr.Diamond reported that there was a car parked by the fishing lake. It was thought that this could relate to a report received the previous week, but that the Clerk would check this out. Mr.Diamond questioned whether or not the Parish Council may in light of the lack of control within the country park, like to consider taking over this area of the community. The Clerk stated that it was hoped that there would be visioning exercise when the new council took office and perhaps Council would look at future opportunities at that time.

Mr.Watkins stated that he believed that the planning committee had made a decision in March

not pursue matters in relation to the District Council being approached to find Horsham Football Club a new ground. This was he believed rejected for fear of this resulting in a fresh application, which he believed may be forthcoming. Notwithstanding nor wishing to prejudge any application coming forward, he felt that the Parish Council should be pursuing the District Council to see what options were available to Horsham Football Club.

Mr.Nagy said, that he could never understand why the District Council had not investigated further suggestions made years prior to the meeting, in that the Club be relocated at Broadbridge Heath Leisure Centre, with both clubs then sharing a clubhouse and possible grounds. Mr.Cole said, it was worth noting that the Parish Council was not anti-football in the least, this was a matter which simply had not been addressed previously which had been quite rightly objected too.

It was AGREED by all present, that the Clerk should write to Horsham District Council asking it whether or not it intended to investigate with the Football Club other sites within the Horsham area, or indeed whether they had investigated other sites and discounted these and on what basis.

West Sussex County Councillors Brad Watson OBE., thanked the Chairman for having the opportunity of addressing the Council and stated that the West Sussex Fire Service were offering to check smoke alarms in the area. There was now free two hours internet access within libraries whilst those with their own equipment had unlimited access within the library area.

Cllr. Watson was pleased to also inform the Council that the Better Broadband scheme continued to be extended within the County, with the programme half way through. Mr.Diamond questioned why it was not possible to have such a facility within the Square. However, the Clerk explained that this was a matter for the District Council's Estates Department to consider not under the scheme being discussed, although this would assist in the delivery.

Cllr. Watson then informed those present that the grass cutting season had now commenced, hopefully there would be few problems experienced during the course of the season.

Mr.Piper stated that he would like to report to the Council that the signage at the bottom of Church Lane which indicated the Village Hall etc., had disappeared. He had taken time previously to have this reinstated and wondered why it had been removed. The Clerk stated that she would investigate and report that the Council wish to have this replaced.

The Clerk to report to WSCC Highways that the signage to the bottom of Church Lane highlighting the route to Barns Green, Village Hall, Church etc had been removed and should be replaced.

F55/04/15 APOLOGIES FOR ABSENCE

Apologies and reason for absence have been received from Mrs.Alway, Mrs.Flores-Moore (arrived later in the meeting), Mr.Francies, Mrs.Hutchings, Mrs.Varley and Mrs.Vickers,

Mrs.Vickers may arrive later in the meeting due to District Council business.

F56/04/15 DECLARATIONS OF INTEREST

The Clerk stated that there were no declarations of interests made by Members at this point in the meeting.

F57/04/15 MINUTES

The Council discussed the minutes of the meeting held on Wednesday, 25th March, 2015 and considered that these reflected a true and correct record of the meeting.

It was RESOLVED by all present, that the minutes of the meeting held on 25th March, 2015 be APPROVED by all present.

F58/04/15 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that the ceremony at the Extraordinary Meeting of the Council on the 20th April, at which two former Chairmen had been awarded by the Vice Chairman of the West Sussex Association of Local Councils, the Freedom of Southwater had gone well.

The Chairman also referred Members to the Annual Report issued at the Annual Parish Meeting held on the same evening.

Members NOTED the Chairman's comments.

F59/04/15 COMMITTEES

Leisure Sub-Committee – 8th April 2015

It was AGREED by all present, that the Leisure Sub-Committee minutes dated 8th April, 2015 be approved as a true and correct record of the meeting held.

The date of the next meeting being Wednesday, 8th July, 2015

Finance & General Purposes Committee – 8th April 2015

It was AGREED by all present, that the Finance & General Purposes Committee minutes dated 8th April, 2015 be approved as a true and correct record of the meeting held.

The date of the next meeting being Wednesday, 3rd June 2015

Planning Committee – 9th April 2015

It was RESOLVED by all present that the minutes of the Planning Committee dated 9th April, 2015 be approved as a true and correct record of the meeting to include any recommendations therein.

The date of the next meeting being Thursday, 21st May and 4th June 2015

F60/04/15 SOUTHWATER POLICING MATTERS: MRS.KATY BOURNE, SUSSEX POLICE & CRIME COMMISSIONER AND SUPERINTENDENT LAURENCE TAYLOR, SUSSEX POLICE

The Chairman stated that he was pleased that Mrs.Katy Bourne, the Sussex Police & Crime Commissioner and Superintendent Laurence Taylor could join the Parish Council once again, to discuss the Parish Council's on-going concerns regarding the policing of Southwater. Just before he introduced Mrs.Bourne, the Chairman indicated that a response had been received from the Assistant Chief Constable Robin Smith in relation to letters sent on behalf of Council; this would be circulated to all councillors along with the minutes of the evening's meeting.

Southwater Crime Figures

Month	Burglary	Criminal Damage	Drugs	Theft & Handling	Violent Crime	Total
January 15	7	1	2	7	11	28
February 15	2	6	1	13	0	31
March 15	2	10	1	5	15	33
April 15						

Total Crime Comparisons 2013/2015

Years	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
2013	17	8	15	18	15	17	27	10	4	20	21	18	190
2014	22	9	24	14	20	23	34	25	34	28	28	36	297
2015	28	31	33										

Mrs.Bourne referred to letters sent to the Assistant Chief Constable of Sussex Police, Robin Smith by the Parish Council. However, she believed that since the letter that meetings had taken place between the Council's representatives and Chief Superintendent Whitton and Chief Inspector Hodges.

Since she had last met with the Parish Council, Sussex Police had announced that it was to make further substantial savings between 2010-2015 these being £20M in the first five years with a further £36M following on. Sussex Police have the fourth lowest precept in the whole of the country in terms of policing. The impact in Sussex being greater than say to the neighbouring authority of Surrey, with that authority paying the greatest in the country.

The Chief Constable for Sussex and Superintendent Taylor looked therefore extremely closely at how with such cuts the force could continue to deliver policing in Sussex, and she was heartened that they had come up with the plan which details how they are going to go forward. A reduction of 1,000 in terms of staff numbers will take place these will include 500 police officers and other staff and phased over a five year period and will be covered mainly by those retiring, transfers to other forces or in general leaving the force for other opportunities.

The new plan and how Sussex Police move forward will be considered with all partners from Counties down to parish councils and the fact that there is a Superintendent in charge of the delivery plan shows the extent to which the Police and her office consider this to be a priority. There would no doubt be challenges but by working together it was to be hoped that the plan

will succeed taking forward policing in Sussex.

With regard to comments contained in the Parish Council's letter regarding the rise in precept Mrs. Bourne was keen to point out that it was only following extensive consultation and a clear business case put forward by Sussex Police that the Police precept (local council tax) has been increased. This was under 2% for had this risen above this percentage figure this would have triggered a Referendum which in effect would have cost more to stage than the actual amount to be raised. This rise was not however to fund a funding gap with a further £67M still to be funded, with a possible squeeze of a further 17-20% savings to be found possibly through salaries/pensions this being the greater budget heading. This plan is not intended to turn off the tap in terms of policing to local communities but more to ensure that what remains will be in a better position to provide for safer communities.

At this point in the meeting it was AGREED BY ALL that the Chairman suspend standing orders in order to allow members of the public to discuss the matter under discussion.

Mr. Trevor Leggo, Chief Executive Officer of the Surrey & Sussex Association of Local Councils, informed the Commissioner of a slight error in the ACC Robin Smith's communique in that it was he who had met with Chief Superintendent Whitton and Chief Inspector Howard Hodges not representatives of the Parish Council.

Standing Orders were reinstated.

Mrs. Bourne pointed out the inaccuracy within the letter when referring to the North Horsham Division, there were now three Divisions these being West Sussex, East Sussex and Brighton/Hove. She had previously explained about the funding gap in the precept this was a business case and a clear investment in the future.

The technology proposed would put 'boots on the ground' allowing officers to remain out in communities longer. Approximately 100 officers were currently using handheld sets allowing them to do so currently, and it was envisaged that every frontline officer will in future have such units or devices to enable increased hours of work and productivity in the field.

With regard to the 101 telephone system she had been on record challenging the Chief Constable of Sussex and these recordings were available on her website <http://www.sussex-pcc.gov.uk/> Mrs. Bourne was pleased to say that in the last five months there had been month on month improvements in the overall service in relation to the telephone system, averaging from 2.5 minutes to 34 seconds a consistent performance. Mrs. Bourne would be delighted if the Parish Council could highlight this in its next newsletter.

In relation to the comments regarding the Community Infrastructure Levy (CIL) there was now a dedicated officer looking at future development in relation to both CIL and Section 106 (S106) development gain. A detailed report was being prepared in relation to the Parish Council's comments in relation to the particular site mentioned and this issue was being taken up with the Chief Executive of Horsham District Council and Senior Planning Officers. Within Sussex Police the Head of Estates who had recently been appointed is currently looking at this matter. It was fair to say that in the past the Police had not been particularly

active in this area, but it was absolutely right that in such times that the police be proactive in order to obtain the necessary infrastructure for the future policing of enlarged communities.

Mr.Cole stated that the application for the Berkeley's development gain included a reference to the need for an additional PCSO for the circa 600 houses whereas currently the parish only had less than a quarter of a PCSO for the other 4,500 houses.

Mr.Diamond questioned the issue raised by the Sussex Police & Crime Commissioner (PCC) regarding her sanctioning an improved business plan mentioned two years previously by the Chief Constable regarding specialist departments to deal with the ever increasing rise in Cyber Crime and Organised Crime. Was this not a joint initiative being carried out under collaboration umbrella in order to manage the rising costs of both forces? Mrs.Bourne stated that some of this would be partly funded by the rise however there would be more collaboration with Surrey Police.

Mr.Diamond then asked in relation to the performance figures for Southwater (quoted previously) why the figures for Southwater had risen so dramatically year on year and questioned whether in light of the reduction in staff Sussex Police were becoming a more reactive force rather than with boots on the ground 'proactive'. This was evidenced in the crime figures for the past two years and with the reduction of 1,000 police officers and staff. The increase in demographics and new builds surely this stretch on police resources would not be able to deliver a better service in the future bearing in mind what it failed to do now.

Mrs.Bourne referred to the Southwater PIER Group meeting held the previous week when a member of her team had attended, and stated that in terms of Southwater that she believed from Chief Inspector Hodges a robust plan had been formulated.

Superintendent Taylor stated that the recording mechanisms from 2013 had changed significantly and could not realistically be compared to those currently produced with a better method of recording violent crime. A detailed approach via the new Police Plan was then highlighted by Superintendent Taylor this being a 400 page document detailing the demand led modelling for the 20 year period. This Plan was based on an intelligence based model around threat, risk and harm and would provide reassurance for the vulnerable but pursue the criminals.

Mr.Diamond challenged Superintendent Taylor regarding his strategic plan stating that it was not just another adaption of the National Intelligence Model (NIM). A discussion ensued regarding hand held devices and better IT systems. Mr.Diamond stated that based on the recent email and communications from the Assistant Chief Constable regarding various meetings which had been held with Chief Inspector Hodges, who had promised the Parish Council information as to the number of hours the PCSO now spent in Southwater. However, to date this information had not ever come to fruition. Therefore, it did not fill him with a great deal of confidence that policing would get any better in Southwater parish.

Mr.Diamond then questioned how many of the Sussex Police ACPO management team would be affected by the changes and could this saving not be loaded to provide the reassurance to the more front line staff.

Superintendent Taylor informed members that part of the plan was a new Resolutions Centre who would take the initial calls and reroute these to the appropriate officers, therefore

increasing the frontline capacity.

Mr.Nagy said that his viewpoint was purely simplistic in that he felt that the Parish Council had warned Sussex Police on more than one occasion during the past four years that if the PCSO element was reduced within Southwater, there would be a marked increase in the levels of crime. Indeed he believed that this has been pointed out to the Chief Inspector and Inspector for the area on more than one occasion. He was not surprised to see therefore the marked increase highlighted in the figures, albeit that the Superintendent had stated that there had been changes in the way crime and anti social behaviour were reported. To his mind, they had happened irrespective of the way they were reported and he would reiterate that if this new approach was demand led then Southwater should be have been seen before this time as a priority. It was obvious to him that nothing had been learnt in the last ten years and the reason that residents did not use the telephone reporting system was that in his experience once they had encountered a bad experience they were less than likely to try again, an opportunity lost.

The Chairman of the Council, Mr.Buckley highlighted the figures once again pointing out that the Parish Council had worked continuously with Sussex Police and spent over £60k on a youth project which had been part of a on-going partnership arrangement only for Sussex Police to withdraw from this without notice.

A discussion then took place regarding opportunities for parishes to employ neighbourhood wardens, or indeed possibly a PCSO/PC through future CIL Contributions, with Mrs.Bourne said that the Police would certainly be interested in hearing the communities views on this. Mr.Watson stated that this very issue was being addressed via questions raised in the Southwater Neighbourhood Plan.

Mr.Cole stated that he had been looking at the overall police budget figures since 2009/10 and had leaflets highlighting the increases of around 15% over the period, averaging approximately 2.5% per annum compound and questioned just where the £36M increase over the period had been spent with the cuts applied over the intervening years. Mrs.Bourne stated that she had inherited a police precept which had seen no rises with zero percentages having been set. Since consulting with communities as indicated earlier a business case had been put forward by Sussex Police and this then saw the current rise. However, police salaries and pensions had seen marked rises of 1% across the board (compared with the 2.5% compound overall budget increase referred to by the GMC). Mrs.Bourne asked that the Clerk forward details in order that she could respond more fully to this point on the precept.

The Clerk to write to the Sussex Police & Crime Commissioner, Mrs.K.Bourne in relation to the questions raised in relation to the rises in the Police Precept/Budget since 2009/10 and how the monies raised had been spent.

Mr.Neale questioned the role of the PCSO in that just how effective did the Police see this role within the Local Support Teams, the current PCSO for Southwater, Nuthurst and Broadbridge Heath having no base and was permanently floating not a particularly good use of the resource in terms of the police facility within Beeson House. Superintendent Taylor this would allow greater flexibility in terms of delivery overall.

Mr.Diamond stated that whilst he wished both Mrs.Bourne and Superintendent Taylor well in the delivery of the strategic plan, he stated that there were only so many ways you can cut up

a cake and it would still remain its original size. You can only stretch your resources so far without them having a dramatic affect on either your service delivery or the staff remaining asking them to do with more for less. In relation to those reduction figures of 1,000 – if you haven't already considered it – abstraction rates for sickness, leave and accredited training needs to be included in your calculations.

Mrs.Bourne,said that she would be delighted to have a conversation about CIL contributions going forward as she appreciated that the one size fits all approach in terms of PCSO's as opposed to Neighbourhood Wardens did not always work.

At this point in time the Chairman proposed the suspension of Standing Orders to allow a member of public to speak, this was AGREED BY ALL present.

Mr.Robert Piper asked what plans the Crime Commissioner and Sussex Police had in relation to the closure of Horsham Police Station, for he was aware that there were plans in the pipeline for both the Fire and Ambulance to move.

Mrs.Bourne stated that she was unaware at this point of any such decision being made and was adamant that no police station was to close until something better was available.

Standing Orders were reinstated.

F61/04/15 ACCOUNTS

Councillors were referred to the meeting pack for 29th April, 2015 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.

It was RESOLVED by all present that the information provided by the Clerk represented a true record of the financial position of the Council as at 29th April, 2015.

Parish Precept & Grant

The Clerk confirmed that the sum of £156,653 had been received.

Councillors NOTED the receipt of the first half of the Precept for 2015/16 and partial Grant for 2015/16

Bank Accounts

The Clerk informed Members that it had been necessary to transfer funds to the general account from the 14 day account to cover salaries. The Clerk had replenished this with some of the precept in the sum of £81,344.07, the balance being retained in the sweep account which stood at £86,692.42 as at 29th April.

Councillors NOTED and APPROVED the transfer of funds to cover salaries prior to receipt of the Precept.

Draft Parish Council Accounts for 2014/15

These were being finalised and would be provided for all members prior to the meeting on the 20th May when it is hoped that following internal audit the accounts would be approved in order to meet the deadline set by External Auditors of 6th June.

The Chairman indicated that the news was not ideal in that the Leisure Centre's gym income was down on budget as were the functions, plus the Council had taken the view to take half of the 20% increase due to the VAT registration of the Leisure Centre in order to safeguard clients. Functions had also not gone ahead as planned due to various reasons, and the Barn had been out of operation for a period therefore a loss of budgeted income, however other factors had also played a part in the total expenditure. The full draft accounts would be produced following internal audit and issued to all members of Council in time for the Annual Meeting of the Council on 20th May; this following the elections on 7th May 2015.

The Notice of Audit had been issued on all notice boards and website.

Members NOTED the information provided.

Deposit Refunds for Functions and Parties

The Clerk would like Council's to confer delegated power to raise payments to refund party/function bookings. Currently with only two weeks between meetings some clients have waited a month for such refunds. The Clerk would proposed that if agreed that these be processed in the normal fashion, and that two councillors be asked to call in to authorise both the refund and processing of same. All customers are asked for bank details so that automatic transfers could take place without the need for writing cheques.

Furthermore the Clerk would like to increase for functions or parties for those over the age of 11 a deposit of £100, with those under 11 (mainly toddler parties) being retained at £50. This is due to the fact that the Council experienced costs over the weekend due to a teenage party booking where a smoke machine had set off the alarms within Easteds Barn; this is something that is strictly prohibited and all clients are advised. The party in question will not be receiving a refund and it is intended to pursue for additional costs as this had a knock on effect on a children's party the following day.

It was RESOLVED that the Clerk could raise payments in relation to customer refunds in relation to party/function bookings. Thereafter this would be authorised and processed upon the signature of two Council cheque signatories.

Council NOTED and APPROVED the action in terms of the deposits taken in relation to bookings, the exception being weddings.

F62/04/15 ACCOUNTS FOR PAYMENT

The Chairman presented to Members the Payments to 29th April, 2015 in the sum of £64,498.89, this includes salary schedules to April 2015.

It was RESOLVED by all present that the Payments Schedule to 29th April, 2015 in the sum of £64,498.89 be APPROVED.

F63/04/15 COMMUNITY GRANT

Following previous discussions at the end of March, the Clerk had now received information as to the tenders submitted to the Church of the Holy Innocents in relation to its grant application for monies to replace the current graveyard gates. The grant requested being

£500.

Two quotations were received one in the sum of £2037 (Oak), £1807 (Iroko) and the other £2700 (Oak).

Members felt that the oak option preferred by the Church authorities being the better solution, but that if the grant were awarded then the Church give an assurance that this new gate would be properly maintained.

A discussion about this grant request took place. The Clerk was asked to ensure that the Church had the balance of funds in place to carry out the works and that this be in writing. If this were the case and confirmation received that it was the Church authorities intention to thereafter maintain the gate, then it was agreed by all present that the Clerk should raise the necessary cheque.

It was RESOLVED that the Clerk should obtain written confirmation from the Church authorities in relation to whether or not the Church had the balance of the funds required to carry out the project, and also that it was its intention to maintain the gate thereafter. Once confirmation received then the Clerk could raise the necessary cheque.

F64/04/15 OPERATION WATERSHED

The Clerk reported that having tendered six companies, the Council had received only one response and that this had been shared with colleagues at County Council. This colleague has indicated that the Parish Council must submit three in line with the current process or alternatively return the funds.

In order to be fair and transparent, the Clerk would suggest that she contact the company who tendered asking whether in light of the current difficulties whether they would be agreeable to an extension to allow the Clerk to verbally speak to all who had been tendered to see if two further quotes would be received. If not, then then in light of the information received from the County Council, the Parish Council would have to withdraw the tender process and return all monies to the County Council.

Mr.Watkins suggested that the Clerk discuss this matter with Philip Starling of MSA who may be inclined to contact the various parties on behalf of the Council, with him receiving any retender.

Mr.Cole was rather concerned that the process adopted previously by WSCC in relation to Watershed had changed, in that he had thought that it was for the Parish Council to identify the works, obtain a grant and then carry out those works providing value for money! It now appeared that the County Council wished to control the whole project, and he felt that the County Council be asked to complete the project as the Clerk had only received one quotation, therefore the Parish Council refund the balance to WSCC. After all it was the County Council's officers who had prepared the specification.

The Chairman agreed with this point of view stating that it would create additional administration burdens which were unnecessary. After all the Clerk had used the County Council's preferred contractors including Balfour Beatty who had not tendered at all but had been present for the site visits.

Members stated that they were generally unhappy at the situation in that the Council had retained the monies in order to safeguard the public purse not prevent other communities from obtaining the grant. It was only right that if development took place in those areas and these drainage issues identified be affected by that development that developers pay for the improvements not the Watershed fund itself. The Parish Council had after all been prepared to use this balance to improve other areas of Southwater Parish, but were being prevented in doing so by the County Council's bureaucracy.

The Chairman asked the County Councillor for Southwater to see if he could find out what the difficulties now appeared to be in taking such projects forward, for it definitely appeared that the system had changed with every increasing obstacles being put in place. Cllr Watson, said that he would speak to his colleague the Cabinet Member for Highways to see what the position was.

The Clerk stated that subject to the tender being acceptable to the County Council officers then remaining funds would then be returned to the County Council.

It was RESOLVED that the Clerk should contact MSA asking that they intercede as a third party in receiving the quotations following retendering, but that Balfour Beatty be excluded in order to ensure the fairness and transparency in terms of the contract. Following completion of the additional works the balance of the Operation Watershed fund retained by the Parish Council be returned to the County Council.

F65/04/15 REPORTS BACK FROM REPRESENTATIVES ATTENDING OUTSIDE MEETINGS ON BEHALF OF THE COUNCIL

Southwater Country Park – 11th July 2015

The Clerk indicated that she had attended a meeting with regard to arrangements for the opening of the Dinosaur Island play facility on the 11th July, with some innovative ideas coming forward. The problem was however that despite Berkeley's offering a grant of £250, District Council £250 and the Parish Council £500 there was little funding coming forward the Clerk would continue to chase as it was important to cover the cost of the staging etc.

Unfortunately, the Clerk was informed at the end of the evening that the Funfair would not be permitted to use Benn's Field, as the Head Warden had misunderstood the size of the Funfair. The Clerk was informed that the area proposed adjacent to the skate park was a wildflower meadow with orchids and fines could be imposed if the area were damaged. The Clerk stated that she was puzzled by this comment in that the Triathlon when staged, provided for additional parking the area with presumably no damage. Furthermore, this caused concerns going forward in terms of permissions being granted for an extension to Benn's Field, this being part of the vision for the provision of additional car parking. The meeting relating to this has not as yet taken place, although the senior officer confirms that it is still the District Council's intention to take this matter forward.

Volunteers would be required to main road systems and parking areas, therefore if Members can volunteer hours on the day please let the Clerk know.

The fact that the funfair could not go to the Country Park for the 11th July, has had a double

blow in that the funfair cannot now come due to a conflict with Bensons fairground in Horsham as this would not now be viable. Alternative dates were unavailable, therefore the community has at the present time lost out on the annual funfair attraction.

A further meeting is to be arranged in relation to both the opening event and Highways/Parking issues.

Sussex Police PIER Meeting – Southwater

Mr.Neale confirmed that both he and the Clerk had attended the meeting to discuss the continued anti social behaviour being experienced in Southwater. Various measures were identified with the hope of implementing these to reduce the problem.

The Parish Council has reiterated the press statements released regarding the issue via Facebook and Twitter in order to raise awareness both locally as to the problems within the parish. Sussex Police were advised of comments received and continue to monitor. The Clerk had also provided to the District Council, regulations for the control of land used by the parish council in relation to areas under its responsibility.

There will now be direct patrols within Southwater including plain clothes patrols.

The Dame Vera Lynn Trust

Mr.Cole reported that both he and the Clerk had visited the Dame Vera Lynn Trust to see how the grant provided by the Parish Council would be spent; this was quite inspiring and interesting having had the opportunity of talking to parents and viewing the classes. It was evident that the younger that the organisation managed to work with the families and children the better it was. Mr.Cole said he was impressed by the organisation.

The Clerk stated that she would be looking into equipment which could be used by the children at the Parish Council's mother and toddler groups.

Horsham District Council – Neighbourhood Plan Seminar

Mr.Watkins reported that both Mr.Diamond, Clerk and Deputy Clerk had attended this seminar which was well attended and interesting with useful information coming forward.

F66/04/15 SOUTHWATER NEIGHBOURHOOD PLAN

The Chairman of the Neighbourhood Plan Steering Group stated that just under 1100 responses to the survey had been received to date, this being approximately a 22/25% return. He would hope that this bodes well for when the Plan reached Referendum stage. The importance of the housing needs survey contained within the document was highlighted at the recent seminar. It was hopeful that other surveys would be received prior to the extended closing date of 1st May. The Chairman stated that he had asked the Clerk to make a final push on Facebook etc. Nevertheless this was a good response and the analysis would be interesting.

The Clerk would report back under the Horsham District Council Planning Framework document on the Transport Survey completed by the Council's consultant.

One thing that had been highlighted at the seminar was that come the Referendum the Parish Council would not be in a position to promote or otherwise the proposed Plan, this being similar to the rules in relation to purdah and the elections.

Member's NOTED the current position however, were pleased to NOTE the excellent response rate.

F67/04/15 PARISH COUNCIL LAND & BUILDINGS

Southwater Leisure Centre

The Clerk informed Members that only one tender had been received from the two contractors contacted in relation to the reseeded of the football ground goal mouths in the sum of £1588+VAT, and £575+VAT in relation to the reseeded around the MUGA. These quotations had been discussed but now required authorisation.

Members APPROVED the expenditure of £1588+VAT (Goal Mouths Repairs) and £575+VAT (MUGA reseeded)

Easteds Barn

Police and fire were called to the barn the previous Saturday, due to the fact that one of the hirer's had let off a smoke machine contrary to written instructions/agreement. This customer will now forfeit the refund and will be charged with additional charges.

The Clerk would be responding to resident's complaints in due course.

Members NOTED the report provided.

F68/04/15 CLERK'S REPORT**

Election Documentation

The Clerk advised members that information will be sent out in relation to the forms required by the Elections Department in relation to whether or not Members have incurred expenses. Nil returns are required for all Members having stood whether an election is being called or not. Please return these due to time scales direct to the Elections Department at Horsham District Council. Secondly, the Clerk's office would be issuing new documentation for complete by all members of Council; these having to be returned after the 7th May but before the first meeting of the new council on the 20th May. If Members do not return their paperwork this may affect their position as a councillor.

Members NOTED the advice provided by the Clerk's office and the Returning Officer in relation to expenses if incurred.

Southwater Leisure Centre – Gym Customers

Due to concerns raised by Members at the Leisure Sub-Committee the Leisure Centre Manager would now produce a monthly analysis of the reasons for people joining the leisure centre gym facility and more important why they were leaving. Members were concerned about the reduction in income hence the new report. The Management team would be looking at a marketing campaign to increase membership of the gym with all staff being asked to ensure that opportunities were not missed in selling the product and services of the Council.

Members NOTED the action being taken.

Southwater PIER Police Group

Mr. Neale reported that he had attended along with the Clerk a meeting of the Southwater Neighbourhood PIER Police Group. A statement has been issued by Sussex Police via the media and can be viewed at <http://www.sussex.police.uk/whats-happening/latest>

At this point in the meeting the Chairman proposed that the Planning session be taken next in order that the public not be inconvenienced in relation to the fact that both the Clerk's Report and Personnel & Pension Scheme would be taken in confidential session due to the nature of the discussion to be held. For ease in reading the minutes the items are retained in the order of the agenda for the meeting.

F69/04/15 PERSONNEL & PENSION SCHEME**

“Confidential Minutes”

It was APPROVED by Council that the Clerk should implement the changes to personnel within the office.

Standing Orders were then reinstated.

F70/04/15 DATE OF NEXT MEETING

The date of the next Full Council Meeting will be Wednesday, 20th May 2015 this being the Annual Meeting of the Parish Council following Elections. Councillors will be required to return all documentation issued by the Clerk prior to this meeting these will be issued to all in due course following the 7th May being Election Day. Councillors should note that all Council buildings will be used for the purpose of the Elections.

The Chairman of Planning took the Chair at this point in the meeting.

F71/04/15 PLANNING

Chairman: Mr.G.Watkins (Chairman)

**Present: Mr.L.Apted Mr.G.Cole
Mr.K.Diamond Mrs.P.Flores-Moore
Mr.M.Neale**

Application No.	Applicant	Reason for Application	Recommendation
DC/15/0596 Michael Neale	Christ's Hospital School The Avenue Christ's Hospital Horsham West Sussex RH13 0LJ	Construction of refuse enclosure adjacent to new teaching and library building approved under DC/12/1697	No objection

Application No.	Applicant	Reason for Application	Recommendation
DC/15/0716 Joy Hutchings	41 Camelot Close Southwater	Non Material amendment to previously approved DC/15/0112 (To erect a conservatory to the rear of the property) Solid white PVCu panels to be fitted on south-west elevation in order to satisfy condition 2 of the decision notice	Delegated
DC/15/0748 Sheree Alway	Mr Simon Petrow 41 Barnes Wallis Avenue Christ's Hospital Horsham West Sussex RH13 0TJ	Surgery to 16 Horse Chestnut trees	Delegated
DC/15/0768 Kieran Diamond	3 Reeds Lane, Southwater	Demolition of existing conservatory, erection of single storey rear extension with pitched roof	Delegated
DC/15/0858 Sheree Alway	Charwood House Oakhurst Business Park, Southwater	Surgery to 2 x Oak Trees	No objection

F72/04/15 HORSHAM DISTRICT PLANNING FRAMEWORK

At this point in the meeting standing orders were suspended to allow Mr.D.Nagy to take part in the debate in relation to the Parish Council's commissioned report from RGP.

The Clerk referred to the Deputy Clerk's Private & Confidential report in relation to the proposed response to the Horsham District Planning Framework, the Clerk referring also to a summary of the document received from its appointed consultants RGP.

The Chairman indicated that he would like members to take five minutes to read this summary, and hoped that in light of the information contained that Council would provide delegated powers to the Clerk/Deputy Clerk, both himself and the Chairman of Council to formulate a response which would then be circulated in full to the Council. It was important to submit this by the 5th May which is believed to be the deadline for responses.

The Clerk stated that, having read the document provided by the Consultant and having spoken to the consultant earlier that day, the report proved that in using correct data sets and analysis the two roundabouts to the north and south of Southwater were in terms of demand 'v' capacity at or beyond capacity now. This has been suspected by the Parish Council, which is of course very familiar with local traffic conditions.

The results in the report indicate the effect of future applications for development in Southwater and how the applications should be considered. It follows that, without substantive infrastructure changes and full consideration of any other related matters, future development, particularly residential development, will greatly affect the community of Southwater being able to exit or enter via these roundabouts.

The Chairman of the Planning Committee, suggested that the Parish Council request a meeting with the Chief Executive of Horsham District, Director of WSCC Highways, District and County Councillors for Southwater, along with the Head of Strategic Planning for Horsham District Council. This meeting being urgently required.

The Chairman of Planning said, that the Parish Council whilst having taken a risk in commissioning the report, the cost had been justified in terms of the Neighbourhood Plan and future development in that there were serious causes for concern going forward.

Mrs.Flores-Moore said that in her role as a responder she had encountered times when there had been emergencies and she could not get there due to the traffic issues due to accidents. Mr.Nagy said that the Parish Council were right to protect and do the right thing by the community at large.

A lengthy discussion took place in relation to the summary document read by Members, with Members unanimously (with the exception of Mr.Nagy as he was not on the Planning Committee) stating that they wished the Clerk to object to the following:-

- All Members of Council would be asked to read the document in the Council Office, no Members to be issued a copy of the full report until the various letters had been issued and press statement released.
- Horsham District Council Planning Framework ‘Modifications Document’ on the grounds previously discussed, but including the Parish Council’s consultants report this showing that the original WSP Transport Survey within the HDPFD and support by the additional report within the Modifications Document are flawed, in terms of capacity at the present time and in relation to future planned developments.
- Having objected to the Wates Development (DC14/2582, and having successfully asked for a extension to allow the Parish Council highway survey to be considered, to have this application ‘called in’ by the Secretary of State. This being based on the RGP Consultants report which shows that the original and supporting surveys produced by the District Council within their Framework Documents to be flawed.
- Call in via the Secretary of State the Berkeley Homes application (DC14/0590) due to the concerns raised in the RGP Consultant report which indicates that both Hop Oast and Pollards are nearing capacity.
- A copy of the report would be issued to the various officers at both West Sussex County Council and Horsham District Council as required.
- A meeting to be arranged between all authorities in relation to the Consultants Report allowing time for the recipients to read the document and information contained therein.
- Prior to letters being sent to the various parties in relation to the above, the Clerk was instructed that she should consult with the Chairman of Council and Chairman of Planning in relation to the letters prior to these being issued. Thereafter and only when released would all Members be issued with the Full Report and conclusion.
- Media Statement prepared and released following the letters being issued to the various parties.
- Once this information was released the Parish Council would release both the statement and report on line via its website with a link to the Council’s Facebook page.

Standing Orders were reinstated.

It was RESOLVED that using the basis of the Consultant’s report that the Clerk and Deputy Clerk should prepare a response based on the RGP Report and Confidential Report to members and as subscribed in the order above.

The meeting closed at **10.10pm.**