



SOUTHWATER PARISH COUNCIL

Beeson House, 26 Lintot Square, Fairbank Road, Southwater,
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Minutes of the Finance & General Purpose Committee meeting of the Parish Council held on Wednesday 21st August, 2019 in the Council Chamber, Beeson House, Southwater, West Sussex, RH13 9LA commencing at 7.30pm.

Present: Councillors: M Neale (Chairman), P Flores Moore (Vice-Chairman), G Watkins, G Cole, G Scoon, D Moore.

Members of the Public:

Clerk: Dawn Spouge

Press: Not Present

ACTIONS

<p><i>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 Chairman. In the event of a fire alarm sounding, everyone should evacuate the building via the exits indicated.</i></p> <p><i>The Chairman advised that the meeting was being recorded.</i></p> <p>1. Public Forum – (maximum 3 minutes per person with an overall limit of 15 minutes). All parishioners wishing to speak, must make their name known to the Clerk prior to the commencement of the meeting.</p> <p>Mr Robert Piper asked about what preparations were being made for the VE day celebrations of 8th May 2020. He stated that there was funding available from the Lottery for this. The Clerk stated that she had been told that Southwater Community Partnership would be looking at organising something for this event. Clerk to liaise with Councillor Moore in regards to this.</p> <p>Mr Robert Piper mentioned the Bus Stop outside Gardner House and asked why there wasn't a perch seat on this Bus Stop. The Chairman replied that this had been looked at, however, the advice was that the seat would be too near to the path. Mr Robert Piper felt that it could be placed and this was noted.</p> <p>Mr Robert Piper reported that the footpath between Station Road and Quarry Way needed the shrubs to be trimmed back. Clerk to speak to TEM to arrange for this to be done.</p> <p>Mr Robert Piper stated that Great House Farm was closing down and Berkeley's were looking to build many more houses on that plot.</p> <p>The Chairman thanked Mr Piper.</p> <p><i>The meeting was convened.</i></p>	<p>DM/Clerk</p> <p>Clerk</p>
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*M. Neale
18/9/19*

Councillor Scoon had queried the Legal costs associated with Section 106 transfers, it was clarified at the meeting that the Clerk and Senior Accounts assistant were collating all the Invoices past and present these specifically and the Chairman and Vice-Chairman were working with Glen Chipp, CEO of Horsham District Council in regards to the possibility of having these costs reimbursed.

10. To Receive and Consider all Expressions of Interest for the running of the Laurie Apted Building including the specification for the future running of the building

Due to the fact that only six Councillors were present at the meeting, three of these had declared an interest in the above item, leaving only three to take forward the item. The Chairman stated that this item would be deferred and an extra-ordinary meeting of the Parish Council would be called to take forward this item.

11. To Receive an update on the new MUGA

Councillor Watkins reported the following:

The Parish Council took over the MUGA on the 12th August along with all the other facilities. However, there wasn't an official opening of this area due to the fact that it has been agreed that this facility will be managed by Southwater Sports Club on behalf of the Parish Council on a non for profit basis and the Sports Club will cover the cost of the insurance. It will be opened at specified times general use.

The Parish Office will arrange for signage to go on the MUGA and this will state access/opening times and contact information.

12. To Receive an update on the new Downs Link Play Area – GW

As minuted in Item 6, this area was officially taken over by the Parish Council and opened to the public on Monday 12th August. The Leases have not yet been signed, however the agreement is binding following the signing of a 'heads of terms' letter between the Fletcher Trust and Southwater Parish Council.

It had been noted that there had been some issues with people allowing dogs into the play area and pet fouling. There had also been an issue with some children riding bikes. Additional notices to state 'No Dogs' and 'No Cycling' have been ordered and will be placed visibly at both entrances to the Play Area.

Clerk to request Neighbourhood Wardens control the play area on a frequent basis.

There was a discussion on the difficulty of vehicles accessing the areas surrounding the facilities and creating issues with the collection of litter from the provided bins. Councillor Watkins to meet with a representative from Berkeley's Homes to discuss ensuring vehicle access.

There was further discussion in regards to requests for further seating and possible issues with this. It was decided to monitor this situation.

13. To Receive an update on the new concrete Skate Park - GW

As in item 12, this area was officially taken over on the 12th August. There had been some issues with graffiti and the Neighbourhood Wardens would also be controlling this area on a frequent basis.

Asst Clerk

Asst Clerk

Clerk

GW



<p>17. Council Policies – To consider a set procedure for quality control and review of Council Policies</p> <p>The Chairman explained how the Policies are currently managed. He stated that these would be controlled by the Clerk and Assistant Clerk and Senior Administrator in the Parish Office. If there were any legal changes or updates, these would be posted on the Members website. The Office senior administrator would keep a list of tracked changes quality assurance purposes.</p> <p>Should during the annual reviews no changes were required, the Clerk would notify the Council as an Agenda item to be noted.</p>	<p>Clerk/Asst Clerk</p> <p>Clerk</p>
<p>18. Southwater Leisure Centre – To receive and consider any updates on the Leisure Centre – Asst Clerk</p> <p>It was reported that progression had been made on any previous decisions by the Parish Council and updates would be given.</p>	
<p>19. Easteds Barn</p> <p>Councillor Watkins reported that the building works were complete and the outside areas were eighty percent finished. The fencing had been erected to ensure areas were kept safe and the tenant expected the works to be totally completed within the next 14 days.</p> <p>There had been complaints about the path on the open space side of the fence and Councillor Watkins had requested a quotation from the builder on site to make the path re-usable. A discussion of lighting had arisen and the tenant had suggested that she would provide the power and lighting for the path. A further discussion with the tenant on this would need to follow. It was important to note that the path was not a public right of way.</p>	<p>Clerk/GW</p>
<p>20. Community Wardens</p> <p>No further reports since that one presented at the Full Parish Council.</p> <p>The report once received is placed on the Parish Council website and it was agreed that if any items needed discussion that were raised on the report, these could become an item on the Agenda of either the Finance and General Purpose or full Council meeting.</p>	
<p>21. Neighbourhood Plan</p> <p>The Chairman gave an update on the total amount spent to date on the Neighbourhood plan.</p> <p>Regulation 16 had resulted in some objections from WSCC in regards to a conflict of agreement on the infrastructure. It was felt that this should try and be resolved as soon as possible with further discussions that included Andrew Metcalfe, the current Neighbourhood Plan consultant and the Chairman and Vice-Chairman of the Council, to enable the plan to progress to the next stage of inspection. This would be discussed in more detail at the next Planning meeting of 4th September 2019.</p> <p>It was agreed that to received CIL money, 25% on further development in place of section 106 at 15% would be beneficial to the community/Parish Council to further enhance services/areas.</p>	<p>Nxt Planning Mtg</p>
<p>22. DATE OF NEXT MEETING – 16th October 2019</p> <p>The meeting ended at 8.35pm.</p>	