

SOUTHWATER PARISH COUNCIL

Minutes of the Full Council Meeting held on Wednesday, 30th July, 2014 at 7.30 p.m., in the Council Chamber, Beeson House, Southwater.

Present Were: **Mr P. Buckley**

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

Clerk: **Mrs J. Nagy**

County Councillor: **Apologies from Cllr Brad Watson OBE**

Sussex Police: **Chief Inspector Howard Hodges**

District Councillors: **Not present**

Members of the public: **2**

Press: **Not present**

F23/07/14 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 said that he was under the impression that the Post Office has an arrangement with the landlord of the Cock Inn, that customers could park in the pub car park whilst using the Post Office. However, signs have now been erected at the Cock Inn stating that the car park was for patrons of the pub only.

Mrs Williamson said that she understood that the landlord did not mind if Post Office customers used the car park, but some people were parking there all day, which was a problem.

The Deputy Clerk will ascertain the current situation with regard to parking in this area.

Mr Watkins said that parking in Cripplegate Lane was particularly bad yesterday, with cars visiting the Country Park. The Deputy Clerk reported that there were problems again today, with parked cars in Station Rd making the road impassable for vehicles larger than a car, so she had telephoned the District Council to ask that Parking Enforcement visit the area to issue parking tickets if necessary in relation to the double yellow lines. The overflow car park was open.

Mr Diamond arrived at 7.33pm

Mrs Varley said that the lady in the café had also rung the District Council the other day, to ask them to visit.

The Deputy Clerk reported that a meeting had been arranged with the District Council and WSCC at the beginning of September to discuss parking issues around the Country Park, with County Councillor Brad Watson also in attendance.

Mrs Vickers suggested that the Deputy Clerk write to Jonathan Chowen, Cabinet Member with Responsibility for Arts, Heritage and Leisure on the matter.

Mrs Alway arrived at 7.34pm.

Mr Watkins said that there was not much parking space in the overflow car park. The cars in Cripplegate Lane were blocking the pavement forcing people to walk in the road.

Mrs Alway said that the area around the bridge looked very scruffy, with the grass some feet high. This detracted from the Butterfly display, as you could not see them. She thought this area should be planted as a wild flower meadow.

Mrs Flores-Moore agreed.

Mr Diamond asked Mrs Flores-Moore and Mrs Alway if they could draw up a planting plan. Both agreed to do so to be discussed at September Finance & General Purposes Committee.

At this point, the Chairman raised Standing Order to allow members of the public to speak. This was seconded by Mr Apted and agreed by all.

Mr Piper asked if the Council planned to take the flag down to half mast to commemorate the centenary of the start of the First World War on Monday.

It was agreed that the flag would be lowered to half mast on Monday, 4th August marking the centenary event. It would be raised again the following day.

F24/07/14

APOLOGIES FOR ABSENCE

Apologies and reason for absence have been received from Dr Cash. Mr Francies was not present at the meeting, and had not given his apologies.

F25/07/14

DECLARATIONS OF INTEREST

The Deputy 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 Deputy 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 Deputy 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.

Mrs Flores-Moore, Mr Buckley, and Mrs Vickers all declared an interest in Item 11, Community Grants, all being involved in Southwater Responders.

Mr Diamond declared an interest in Item 11, Community Grants, as he is a Clinical Commission member of the NHS Group for the area

F26/07/14

MINUTES

The Council discussed the minutes of the meeting held on Wednesday, 25th June, 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 25th June 2014 be APPROVED.

F27/07/14

CHAIRMAN'S ANNOUNCEMENTS

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

F28/07/14

CORRESPONDENCE

There was no correspondence of note to bring to the Council's attention at this point

but the Deputy Clerk asked if Members had any questions relating to documentation already circulated

Southern Water

As Members were aware District Councillor Vickers attended a meeting with The Right Hon. Francis Maude MP., regarding issues surrounding sewage problems in Cripplegate Lane and an area of Woodlands. A copy of the correspondence sent by the Chairman of Southern Water has been received. Further a letter on this subject has also been received from Keep Southwater Green.

Councillors NOTED the receipt of copy correspondence.

Scrutiny and Overview Committee

As requested by Council the Clerk had lodged a request that the District Council's Scrutiny and Overview Committee look at the issues relating to Section 106 Community Grant process currently adopted by the District Council. Member representation at any hearing may be required.

Southwater Infant Academy

The Headteacher and children of the Academy had written to the Council requesting that the Council considers the installation of barriers along the pavements of the Worthing Road. This proposal had been previously discussed by Council, and therefore the Clerk has written in response to the children and Headteacher asking for a definitive plan of what they envisage. This is awaited and once received, the Clerk will take this for full discussion to the Planning Committee.

Mr Diamond asked who would be paying for the barriers. The Deputy Clerk said that she believed that WSCC had some funding available, but this would be clarified.

Mr Buckley suggested that contributions could be sought via Section 106 funding

The information received by Members was NOTED.

F29/07/14

COMMITTEES

Finance & General Purposes Committee – 9th July, 2014

It was RESOLVED that the Finance & General Purposes Committee minutes dated 9th July, 2014 be approved as a true and correct record of the meeting.

The date of the next meeting being Wednesday, 10th September 2014.

Planning Committee – 10th July, 2014

It was RESOLVED by all present that the minutes of the Planning Committee dated 10th July, 2014 be approved as a true and correct record of the meeting.

The date of the next meeting being Thursday, 11th September 2014.

F30/07/14

SUSSEX POLICE, CHIEF INSPECTOR HOWARD HODGES

Mr Buckley welcomed Chief Inspector Hodges to the meeting.

Chief Inspector Hodges thanked the Council for inviting him. He said that he is responsible for policing across Horsham District, both neighbourhood policing and the 24/7 response team. He proposed to put local policing in context, and then give the opportunity for questions.

He had the crime figures for Southwater which are as follows:

| | |
|---------|-----|
| 2009/10 | 253 |
| 2010/11 | 189 |
| 2011/12 | 174 |
| 2012/13 | 175 |
| 2013/14 | 205 |

There has been a year on year reduction, with the exception of last year. There has been an increase in reported crime across Sussex, and indeed nationally.

With regard to anti-social behaviour incidents, the figures for Southwater are as follows:

| | |
|---------|-----|
| 2009/10 | 299 |
| 2010/11 | 226 |
| 2011/12 | 231 |
| 2012/13 | 165 |
| 2013/14 | 190 |

These are moving in the right direction.

PSCO Damian Cecil is held in high regard. Southwater did have two PCSOs but those days are gone. Damian is doing a lot of work in the village at the moment, for example with road safety issues.

He is now required to log on at Horsham Police Station each morning, and log off there at the end of his shift. Horsham district is rather disparate, with some of the team at Steyning and some at Pulborough. It was felt that a face to face briefing was preferable to doing this over the phone. In fact, it takes very little time out of the day.

There are 19 PCSOs in the District plus one vacancy. This vacancy will be filled soon and Damian as an experienced PCSO will be tutoring the new candidate.

There are also vacancies in the neighbourhood officer team; indeed the area is carrying a higher vacancy rate than others, so two officers from other areas have been transferred in to assist.

PC Darren Worsfold is the officer for Southwater. Previously, if he was off shift, no-one covered his area. Now the pattern has been changed, so that all officers are deployed where it is thought fit. This deployment is more intelligence-led. Therefore if there is an issue in Southwater, officers from all areas can be sent in.

There is a balance to be struck. Chief Inspector Hodges said that he would like to offer Southwater more, but cannot.

There is a new scheme called Operation Respect, whereby all duty officers go to “hot-spot” locations to deal with anti-social behaviour. Although originally a seasonal measure, this is now run every weekend on Friday and Saturday nights, as it has proved so effective.

Neil Worth, who is well-known in Southwater, being an ex-PCSO is now a special constable, spending much of his time in Southwater, one of the seven specials in total.

Horsham District has more hours per special officer than any other area.

Mr Buckley said that the Council has seen the Southwater resource reduced, and crime going up, which must be linked, in his opinion.

Chief Inspector Hodges said that when PSCOs were introduced in 2002, Southwater was experiencing real problems. He realises that the Council must feel penalised for Southwater doing so well. This is not the case. However, the police have fewer resources that it used to have, which the Council itself much be familiar with. Southwater currently has 4% of overall crime in the district.

Mrs Flores-Moore said that she had been out on a night shift with the PSCOs, and knows that their presence can diffuse situations, and bring the tension down. As a Responder, she often saw children aged only 9 or 10 out on their scooters late at night, as they knew that Damian is not around. In the past, Damian gathered intelligence, but he can't now, as he has to cover Nuthurst and other areas too.

Chief Inspector Hodges said that all PSCOs now had to cover bigger areas, so Southwater is not alone. He knows that Southwater has a lot of young people.

Mrs Alway said that she is the mother of two teenagers and has had occasion to ring the 101 number twice recently, once she waited 22 minutes for it to be answered and the other time 18 minutes. Her daughter had her phone stolen, and a Community Resolution was delivered, but the police have not followed this up. Also her daughter was head-butted recently by a drunk 14 year old, saying that she was trying to do Damian's job for him.

Chief Inspector Hodges said that it was recognised that the 101 response is really poor, and recruitment is currently taking place.

Mrs Vickers said that the poor response on the 101 number was affecting the crime figures, in her opinion, as people gave up holding on for an answer.

Mr Diamond thanked the Chief Inspector for attending the meeting, as he knows he has a difficult job. He agreed that as the 101 number is not being picked up, then the crime figures are not correct. PCSOs used to walk their areas, but now this is not the case. It is not the same if Damian patrols in a car. He asked the Chief Inspector to provide a break down of the hours that Damian spent in Southwater in the coming

month.

Chief Inspector Hodges replied that the other parishes that Damian covers are considered to be low demand parishes. He is still the public face of local policing. There would be times when he will be called away, for example there was a serious incident of a gas leak in Horsham town this morning, which had required all officers.

Mr Diamond said that he appreciated that, but would still like the break down.

The Chief Inspector said that he would be happy to share this data, and will put some context with it.

Mr Neale was concerned with Damian tutoring the new recruit – which he could understand as Damian is an excellent fellow - but the last time he had done this, it took him away from Southwater for some weeks. Perhaps he could tutor the new person in Southwater. The Chief Inspector agreed that this would be possible.

Mr Cole said that Damian now covered an extensive area. Chief Inspector Hodges said that he does have access to a vehicle.

Mr Nagy thanked the Chief Inspector for his candour and insight. He wanted to thank Neil and Damian and Emma for their work in Southwater, but felt that we were being penalised for our own success story. He believes that by reducing the police presence in Southwater we are building a rod for our own backs. Southwater has a high proportion of young people. There are cohorts of young people coming through, who are starting to think that they can ride rough shod over the area. Time then has to be spent rectifying this. If it is not nipped in the bud, then it will become more difficult to manage. Southwater children go to Horsham to school, and spread their bad habits. He said that the Chief Inspector talked about an intelligence led system, but then did not seem to use the intelligence.

Chief Inspector Hodges said that he saw a monthly summary of issues, and Southwater is not flagging up as an emerging problem.

Mr Nagy asked if the daily briefing session could be held in the outlying areas such as Southwater, Pulborough and Steyning on occasion.

The Chief Inspector said that some staff in the outlying areas felt isolated, and liked coming to Horsham. The meetings could take place elsewhere, but as previously stated, booking on at Horsham had little impact on an officer's whole shift.

Mrs Flores-Moore said that if Damian is not in the village, he is not gaining useful intelligence.

Mr Diamond said that there was a current application for over 600 new homes in Southwater. Had the risk of policing a possible higher population been assessed? Chief Inspector Hodges said that there were housing applications throughout the district, and yes the risk had been assessed. It is hoped that monies would come through the CiL process to fund additional cover.

Mr Diamond said that perhaps the Chief Inspector would like to be involved in the Neighbourhood Plan process.

Mr Cole said that things are already happening, as it was known that Damian is not around. These are trivial at the moment, such as fence being broken, but these could escalate. The situation is always worse in the summer.

The Chief Inspector said that crimes could be reported via email. Every morning, the crimes of the previous night are reviewed.

Mrs Williamson said that Damian now had no time to interact with Youth Club. He used to come to sessions and share intelligence with the young people, but no longer does this.

The Deputy Clerk said that the Southwater Skate Park had experienced separate incidents of vandalism over the last year, some only days apart. However, the police had put all of these onto only one crime number. This not only affected the figures, but also caused confusion with the Council's insurance company.

The Chief Inspector said that this should not have occurred, and asked the Deputy Clerk to send him further details.

The Deputy Clerk said that both she and the Clerk benefitted from meeting with Damian to share local intelligence, but this now rarely took place, as Damian was not often in the building. She asked if it was permissible for Damian to "book out" some of his time each week for such a meeting, unless an urgent matter called him away.

The Chief Inspector said that this would be permissible; indeed he would expect it.

The Deputy Clerk asked for the email address to report crime, so that this could be passed onto the public who enquired.

Chief Inspector Hodges said that this was the general Sussex Police email of contactcentre@sussex.pnn.police.uk.

Mr Nagy said that the Council could not be blamed for feeling a degree of anxiety, but Southwater had had a lot of problems in the past which had taken some time to resolve. The Chief Inspector is obviously delivering a quality policing service across the district, and is comfortable that the processes are robust. However, Southwater does not want to take a step backwards.

Mr Cole agreed saying that we did not want to go back to the time of around 2005, when we were told that the police did not want to issue a crime number, as that would criminalise the young people involved.

Chief Inspector Hodges said that he agreed that issues needed to be identified early and nipped in the bud.

Mr Buckley asked the members of the public if they wished to speak, but they did not.

On behalf of the Council, he thanked Chief Inspector Hodges for attending the

meeting.

Chief Inspector Hodges left the meeting.

F31/07/14

ACCOUNTS

The Chairman referring to the Councillors Meeting asked the Council to confirm the current financial position of the Council in that the Council were happy with the information provided via the Income and Expenditure and bank balances as at 30th July 2014.

Mrs Flores-Moore asked if outstanding invoices were being chased. The Deputy Clerk confirmed that the debtors' list was discussed every Monday at the Managers' Meeting. Charges of £25 were being added to late payments as previously requested by the Council.

Mrs Flores-Moore asked why the Library Service had not paid, with a balance outstanding of over £6000. The Deputy Clerk said that unfortunately, the Library Service was historically late payers, but every effort was being made to rectify the matter.

It was RESOLVED that the information provided by the Deputy Clerk represented a true record of the financial position of the Council as at 30th July 2014.

New Financial Regulations and Code of Practice

The Deputy Clerk referred to these documents having already issued to all members the document Governance and Accountability in Local Councils – a Practitioner's Guide. This guide provides all members with an overview on accounting practices which should be adopted by the Council.

The Clerk was in the process of drafting the Council's New Financial Regulations and supporting documentation for discussion by the Finance & General Purposes Committee in September, although these would have to be formally approved by the Full Council in September.

As part of the new process the Clerk is required to furnish members with quarterly figures (this process remains unchanged from that previously adopted by this Council) and to provide quarterly ring fenced figures.

Insurance

The Deputy Clerk confirmed that the Council's insurance in relation to Beeson House has been increased, insuring plate glass for a figure of £50k; this is a temporary insured sum until the Clerk can find a contractor to give a potential replacement figure.

Mr Watkins asked what type of damage was covered. The Deputy Clerk did not have the relevant papers to hand so will ascertain the information and report back.

The building sum insured in relation to Easteds Barn has also been increased to take

account of the extension to the building.

F32/07/14

ACCOUNTS FOR PAYMENT

The Chairman presented to Members the Payments to 30th July, 2014.

The Deputy Clerk advised Councillors that the payment list did not match the one issued the previous week, as the rates payment had been omitted for the sum of £3801.00, bringing the total payments to £42043.20.

It was RESOLVED by all present that the Payments Schedule to 30th July, 2014 in the sum of £42043.20 be APPROVED.

F33/07/14

COMMUNITY GRANT

At this point in the meeting Mr Buckley, Chairman of the Meeting, Mrs Flores-Moore and Mrs Vickers declared an interest, all being involved with Southwater Responders. Mr Diamond also declared an interest in this matter as a Clinical Commission member of the NHS Group for the area. At this point the meeting were required to appoint a Chairman from amongst its number.

Mr Buckley and Mrs Vickers left the room.

It was proposed that Mr Apted be elected Chairman of the Meeting at this point. This was seconded by Mr Watkins and agreed by all.

A request for a community grant was received from Southwater Responders and briefly discussed at the Finance & General Purposes Committee. However, the committee was not quorate at that particular point in the meeting due to various declarations, leading for this matter to be discussed and if necessary approved by Full Council. The Deputy Clerk indicated that the Responders Group had provided a display of the type of equipment required to assist with the training of local volunteers in order to save lives, and that Mrs Flores-Moore would like to address the Council.

At this point, Mr Apted proposed the suspension of Standing Orders to allow the public to speak. This was seconded by Mr Nagy and agreed by all.

Mrs Flores-Moore addressed the meeting in her capacity as a Southwater Responder. She showed those present her kit bag, which contained a defibrillator, drug, oxygen mask and tank, blood pressure cuff, and drugs amongst many other items. All of this equipment had to be purchased; it was not supplied by the NHS.

One of the most common call-outs was to cases of trauma, such as breaks, deep cuts, and head injuries. In order to practise, the Responders would like to purchase a trauma mannequin.

Mr Nagy asked how many events Southwater Responders are called to. Mrs Flores-Moore replied about 30 to 40 a month, all in Southwater parish. There had been a few calls to Nuthurst and Copsale, on the borders. They were called quite frequently to Christ's Hospital to attend the School or the Leisure Centre.

Mr Cole asked why the Responders were needed, in addition to the ambulance service. Mrs Flores-Moore said that in effect there were too few ambulances covering a large area, and they could not always reach people in time; hence the need for the Responders.

Standing Orders were reinstated.

Mrs Flores-Moore left the room.

The Deputy Clerk advised Councillors that Southwater Responders had requested £500 as a grant.

It was RESOLVED by all present, that a grant of £750 be provided to Southwater Responders, the higher sum in recognition of the outstanding work they carried out in Southwater.

At this point Mr Buckley, Mr Diamond, Mrs Flores-Moore and Mrs Vickers were readmitted to the Chamber.

Mr Buckley took the Chair.

F34/07/14

DELEGATED AUTHORITY DURING RECESS

The Deputy Clerk indicated that delegated authority during the August recess approved by Committees required authorisation by Full Council.

It was AGREED by all present that the schemes proposed by the various Council Committees APPROVED.

F35/07/14

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

Pre Application Meetings with Developers

The Deputy Clerk confirmed that various developers had asked for pre application meetings and such meetings had taken place.

Meeting with Shipley Parish Council Representatives

The Chairman indicated that a meeting had been held to discuss the possible development of land in Shipley on the southern boundary of Southwater. Shipley Parish Council advised that it would be discussing the matter at its next meeting.

Mr Buckley advised that despite the residents of the possible development using Southwater facilities, as the site is in Shipley, Southwater is not entitled to any Section 106 monies.

Local Energy

Mr Watkins reported that he had attended a conference on local energy and planning. He had learnt some interesting information in relation to power generation, and feel that this could be linked to the Neighbourhood Plan

Youth Management Board

Mrs Williamson reported that there had not been a Board meeting since last January.

The Deputy Clerk is to ask the Youth Worker when the next meeting is scheduled, and how expenditure is being authorised without meetings taking place.

F36/07/14

SOUTHWATER ACTION TEAM

The Deputy Clerk reported that the Clerk held a meeting with the Chairman and the Treasurer of the Action Team in relation to questions raised at Full Council in June regarding the Budget for 2014/15.

The Clerk reported that having held the discussions around the monies held by Southwater Action Team in relation to the 'scooter project' that there would potentially be a deficit in the budget should the group wish to grant fund the newly proposed scheme which would assist young people obtain work outside of the immediate area of Southwater. This is likely to be in the region of £800. However, the Clerk believes that the Treasurer and Chairman are confident that with much of the expenditure in relation to the new walks brochures being within the Budget for 2013/14 (their financial year end being September at their AGM) that the group will underspend during 2014/15 addressing the slight deficit.

However, the Council must consider whether or not it wishes to approve the proposed new scheme from Southwater Action Team; this is a requirement of the Memorandum of Understanding between the two parties. Concern about the administration and fairness of any scheme and how the Group would identify the young person. No firm proposal put forward until such the Clerk would not recommend the scheme be approved.

Furthermore, the Clerk is however concerned that should the Action Team not be able to fund the deficit (£800 approx.), would there be an expectation for the Council to address this shortfall. The Group have not applied for any grants. District Council will pay upon receipt of economic data, but this is too early to be applied for in the process. The Clerk would advise Members that they do not have a budget to carry any shortfall nor could the Council take over any such debts on behalf of another organisation should such a case transpire.

Mr Nagy said that the Action Team is proposing to do something new, when it is still not clear what actions remain to be completed from the Action Plan. No details of the proposed scheme had been submitted, and in his opinion, the Council could not authorise expenditure which may result in a deficit.

It was RESOLVED that the Deputy Clerk would ask Southwater Action Team for a detailed proposal for the young persons' scheme, without which it cannot consider approving the scheme.

It is hoped that the new walks leaflets will shortly be available on line and in limited hard copy.

F37/07/14

SOUTHWATER NEIGHBOURHOOD PLAN

Mr Watkins, Chairman of Planning and Chairman of the Neighbourhood Planning Steering Group reported that the Steering Group met last Thursday, and discussed taking the exhibition boards to other venues in the village. A time plan had been approved, with the referendum being scheduled for 31st July 2015. He felt it had been a positive meeting.

Mr Nagy asked if it would be feasible to have the referendum in a year's time. Mr Watkins said that there was lots of information already available which could be incorporated, so he did think that the date was realistic.

Mrs Vickers left at 9.10pm

F38/07/14

WEST SUSSEX STREET LIGHTING CONTRACT

A meeting was held with SSE the West Sussex County Council's street lighting contractor in relation to the replacement of all County owned lighting in Southwater. The intention is that in residential roads there will be 5M-6M columns 26/24 W.PLL. (white light) to cut down on spill. On the distribution roads the proposal is again for 5M-6M columns with 45/60 W (white light).

During the meeting with the contractor, it was agreed that SSE's marking vehicle highlighting the proposals would come to Lintot Square; a date is currently being arranged. Apparently this should have taken place prior to works commencing as part of the original consultation.

Mr Nagy said the street lights in his area were on 24/7, which could not be altered due to the design. He hoped that the new lights would be adjustable.

Mrs Alway asked if the lights would be dimmable, as the ones in her area were very bright.

Mr Neale asked if the contractor could be asked to replace street furniture attached to street lights, such as Neighbourhood Watch signs, as when columns had been replaced in other areas, these had been lost.

At this point, Mr Buckley proposed the suspension of Standing Order, to allow members of the public to speak. This was seconded by Mrs Flores-Moore and agreed by all present.

Mr Piper said that the lighting contractors had already marked out Green Close and Station Rd.

Standing Orders were reinstated.

The Deputy Clerk said that all discussions relating to the change in street lights were verbal, with the Clerk, so unfortunately, she had no further information.

The Deputy Clerk is to contact the WSCC lighting contractor to ascertain

- **When the information bus will be coming to the village – this should be seen as a priority**
- **If the lights will be turned off at night**
- **That any signs etc. attached to the columns should be retained, and re-erected onto the new lamp posts**

F39/07/14

TREE TENDERS

The Deputy Clerk reported that she had sent tender details to six tree surgeons, and has had responses from four. All have the appropriate qualifications and insurance.

The specification was for works identified during the 2014 Tree Survey be carried out, plus clearance of the area two metres behind all boundary fences, with trees in this area having crown lifts and overhanging branches removed to fence lines.

However, two companies are of the opinion that the fence clearance works need an accompanied site visit, so have not included this element. All prices are exclusive of VAT

| Company | Quotation | Including boundary clearance |
|-----------------------------|------------------|-------------------------------------|
| Connick Tree Care | £5950 | No |
| David Sutlieff Tree Surgery | £17,750 | Yes |
| Horsham Tree Specialists | £34,704 | Yes |
| KPS Contractors | £4770 | No |

After some discussion, it was RESOLVED that the Deputy Clerk should ask the two contractors who had not done so to provide a quote for boundary clearance, and she should re-present all quotes to the Finance & General Purpose Committee meeting in September.

F40/07/14

FIRE TENDERS

The Deputy Clerk reported that unfortunately there had been an error in the specification sent out for this tender, so the quotations have not yet been returned. This will be on the agenda for the September Finance & General Purposes Committee.

Councillors noted this information

F41/07/14

CLERK'S REPORT

The Deputy Clerk referred to the Clerk's report.

Mrs Flores-Moore asked if the contract for the library works was a fixed price, as she understood that the contractors had asked to work on a Saturday.

Mr Watkins said that the contract was "subject to variation" which would allow for unforeseen costs, but it was up to the contractor to carry out the work as he saw fit, and Mr Watkins did not anticipate Saturday working to add to the Council's costs.

**Councillors noted the Clerk's report.
COUNCIL COMMITTEES**

Standing Orders

During a debate in June at Full Council at which a resolution was made in relation to the absence of a councillor in that this not be approved, the Deputy Clerk advised Members that whilst she was asked that this be brought back this month to Council for further debate, the initial resolution stands. That is, unless the Council wishes to suspend its standing orders in relation to the six month rule; this action will require 2/3rds of the Council to agree in order that the Council can discuss the matter again. If 2/3rds of the Council do not wish to change the original resolution then the matters stands and the Councillor would be marked as absent.

Mr Buckley proposed that the Council should not suspend Standings Order in relation to the six month rule. This was seconded By Mr Nagy, and taken to the vote.

All were in favour of this proposal, with the exception of Mrs Williamson, who abstained.

It was therefore RESOLVED that Standing Orders would not be suspended, and the resolution not to allow the Councillor six month leave of absence stands.

As advised to the member in question all Councillors are informed upon election or co-option to the Council that the Council requires them to stand on at least one committee; this is not however written into the Council's standing orders. Council may also review the representation on or work with external bodies and arrangements for reporting back. Standing Order No. 5 a (ii) allows the Council to approve the absence of Councillors. For example it would be perfectly in order for the Council to reconsider whom it requires to represent them on outside bodies (Standing Order I (xiii)).

Members are reminded that it is not the Clerk who decides who is or is not appointed to various committees/outside bodies, nor is that the prerogative of the Chairman of Council, it is the Council as a body who makes any decision, other than those delegated.

The Deputy Clerk advised that Mr Francies has offered to withdraw from the Finance & General Purposes Committee in order to allow the other member of Council to take up a more proactive role within Council.

Mr Diamond said that in his opinion all Councillors should be on a Committee of the Council. If a Councillor is not attending meetings, then he or she is not representing residents. Many Councillors overcome difficult circumstances in order to attend meetings.

It was RESOLVED by all present that when reviewing Standing Orders as noted in the Clerk's Report, the Clerk should include that all Councillors should be on

a Committee of the Council, and the circumstances in which a Councillor is eligible to be appointed to outside bodies should be clearly defined.

Separate Planning Meetings

It has been suggested that due to the length of Full Council meetings, planning applications should be discussed at a separate meeting, perhaps on the Thursday following Full Council.

Mr Cole said that there were 24 items on the agenda for tonight's meeting, so would be a long meeting.

Mr Watkins said that many items could be submitted under reports, such as the Neighbourhood Plan update, which could cut down on meeting time.

It was RESOVLED by all present that there would not be a separate meeting for planning applications as a matter of course. The Clerk will include as much information as possible in the Clerk's Report. It will be up to the Clerk's discretion to decide that due to the length of the agenda for any Full Council meeting, a separate Planning Committee meeting should be scheduled for the next day.

F43/07/14

PERSONNEL & PENSION SCHEME**

West Sussex Pension Scheme

The Clerk attended the Annual General Meeting in relation to the scheme the previous Wednesday in Chichester. The Pension Fund is amongst the top performers in relation to local government pension funds. Should any member of Council wish to have sight of the various papers, then these are available upon request due to the amount of paper involved.

F44/07/14

DATE OF NEXT MEETING

The date of the next Full Council Meeting will be Wednesday, 24th September 2014.

F45/07/14

PLANNING

Present Were:

Mr G. Watkins

Mrs S. Alway

Mr P. Buckley

Mr K. Diamond

Mrs J. Hutchings

Mrs B. Varley

Mr L. Apted

Mr G. Cole

Mrs P. Flores-Moore

Mr M. Neale

Clerk:

Mrs J. Nagy

Members of the public:

One

Press:

Not present

| Application No. | Applicant | Reason | Recommendation |
|------------------------------|---|--|---|
| DC/14/1281 Peter Buckley | Mr Paul Dilling 8 Foxfield Cottages, Southwater | Loft conversion to existing roof with hip to gable extension, including the insertion of a new dormer window and installing new breathable membrane to the entire house roof | Object as contrary to Parish Design Statement |
| DC/14/1406 Sheree Alway | Mr Hoffman 26 Abbottsleigh, Southwater | Surgery to 2 Oak Trees (T1 and T2) | No objection |
| DC/14/1437 Michael Neale | Miss Anna Barrett 35 Woodlands Way, Southwater | Proposed extension to form a porch, ground floor cloakroom | No objection |
| DC/14/1524 Sheree Alway | Mr Nick Squires 12 Fletchers, Southwater | Surgery to 1 x Oak (T1), Fell 1 x Oak (T2), surgery to 1 x Oak (T3) and surgery to 2 x Oaks (T4 and T5) (Land at 11 and 12 Fletchers) Tree Preservation Order | No objection to T1. Object to felling T2. No objection to removal of limb from T3 Object to T4 and T5, as to raise crown as stated would lead to unsightly trees. Would not object to overall crown reduction of T4 and T5 by 20% |
| DC/14/1529 Geoff Cole | Mr & Mrs C Richardson Welbury, Salisbury Road, Horsham | Construction of single storey rear extension and alterations | The Parish Council notes that the flat roof is contrary to the Parish Design Statement, but the appearance is mitigated by the false pitch, so on this occasion would have no objection. |
| DC/14/1391 Graham Watkins | Mr.Francis Pulvemacher, Station Cottages, Christ's Hospital | 7 additional parking spaces to provide sufficient parking for the existing residents at 1-8 railway cottages | No objection |

F46/07/14

SECTION 106/COMMUNITY INFRASTRUCTURE (CIL) AGREEMENTS

The Deputy Clerk informed Members that the presentation in relation to Section 106/CiL process would now be held in October.

Section 106 monies in relation to the Beeson House project and MUGA, a sum in the region of £143,500 will be transferred from the District Council tomorrow. This will be allocated into the ring fenced accounts for the two projects.

Members thanked the Clerk for all her perseverance in this matter

The meeting closed at 10.35pm

