

SOUTHWATER PARISH COUNCIL

Minutes of the Full Council Meeting held on Wednesday, 29th January, 2014 at 7.30 p.m., in the Council Chamber, Beeson House, Southwater.

Present Were: **Mr P. Buckley**

Mr L. Apted
Mr G. Cole
Mrs.P.Flores-Moore
Mr.M.Neale
Mr G. Watkins

Dr.A.Cash
Mr K. Diamond
Mr D. Nagy
Mrs B. Varley
Mrs J. Williamson

Clerk: **Mrs. C.Tobin**

County Councillor: **Mr B. Watson OBE**

Sussex Police: **Apologies received**

District Councillors: **Not present**

Members of the public: **4**

Press: **Not present**

F266/01/14 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.

The Chairman asked whether any members of the public present would like to discuss anything with the Council. Mr.Buckley said that he believed that Mr.Duncan of Denne Park, wished to address the Council in relation to the future football club proposals. Members were reminded that as there was not yet a planning application submitted, they should be minded about expressing any personal views which may be considered pre-determination on a matter yet to come.

Mr.Richard Duncan thanked the Council for allowing him to address them, Richard stated that he had lived in Denne Park for a period of 26 years.

Mr.Duncan said that he was aware of the constraints at this time but felt that it was important that the Council were aware of the considerable amount of opposition with

regard to the football site. The Group had been relatively low key, but now believed that Horsham Football Club would be submitting an application. Therefore when appropriate the Denne Park residents and surrounding neighbourhood would like to work with the Parish Council in defending the application which will be lodged it is believed in March 2014.

Denne Park and the surrounding area is both important environmentally and historically and situated on one of the worst routes in this part of West Sussex, the Worthing Road.

Residents were keen to ensure the involvement of the Parish Council for under the Localism Act they feel that this also empowers the Parish not just the District Council. Mr.Duncan reported a further meeting with presumably supports of the Club and local press on the 17th February, allowing time for this to hit the WSCT the following week. Residents are invited on the 24th February along with the Parish Council.

The West Sussex County Times being strong supporters of the football club will undoubtedly be present and report.

The Group are not adverse to provision for the Football Club, and have always stated that this may be acceptable in the right place and right location. We also think that we have a strong case in terms of the environmental issues etc. Although not present at the meeting of the Parish Council when Tom Crowley, Chief Executive of Horsham District Council spoke on this matter, Mr.Duncan said that residents had been unimpressed by the approach taken by Horsham District Council.

In concluding Mr.Duncan referred to correspondence in 2002 from the then Parish Council a copy of which he was no doubt the Clerk could furnish members with which provided the support which it would be hoped would be received in relation to this matter. He was sure that the Clerk would ensure that the matter would be addressed at the most appropriate time and would be happy to attend a meeting in the future with the Parish Council or its representaives.

Dr.Cash stated that he had been in touch with Mr.Duncan and asked the Clerk to furnish a copy of the letter referred too. The Clerk stated that each application would be considered on its merits, but that she would at the appropriate time issue a copy of the letter which she believed was a public document issued sometime ago in relation to an application.

Mr.Duncan excused himself from the meeting thanking the Chairman for allowing him to discuss residents concerns with the Council.

Mr.Robert Piper, asked the Clerk whether the Council had taken any further action in relation to solar panels for the Leisure Centre. The Clerk indicated that her team were in the process of contacting relevant companies interested in providing quotations, however, it was impossible to force such companies to come forward.

Mr.Piper also enquired as to what was happening with regard to the sewage behind properties in Cripplegate Lane. The Clerk informed Mr.Piper and Members that she

believed that Southern Water were involved, but that she had informed her colleagues at WSCC about the situation. Whether this was connected or not it may be a coincidence. Again this was part of Operation Watershed which was due to commence shortly, the results of the surveys would be interesting.

Mrs.Flores-Moore arrived at 7.45pm

F267/01/14 APOLOGIES FOR ABSENCE

Apologies and reason for absence have been received from Mrs.S.Alway, Mrs.J.Hutchings, Mr.B.Sunderland and Mrs.C.Vickers.

F268/01/14 DECLARATIONS OF INTEREST

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

F269/01/14 MINUTES

The Clerk advised Members of a typographical error in relation to the figures within the budget item in that the figure for the Gross Budget should read £298,988 not £198,988.

It was RESOLVED by all present that the minutes of the meeting held on 18th December, 2013 be APPROVED by all present, following the changes made.

F270/01/14 CHAIRMAN'S ANNOUNCEMENTS

The Chairman indicated that both he and the Clerk would be holding a meeting with the new District Commander Howard Hodges and Inspector McKnight. This meeting being at their request.

Members NOTED the Chairman's comments.

F271/01/14 CORRESPONDENCE

Invitation from Horsham Football Club

The Clerk reported that an invitation had been received for all Councillors to attend an informal meeting on the 24th February to view their proposals for a clubhouse, football pitch and training pitch on the site of Horsham Golf Club, Hop Oast. Public sessions will be conducted on the 17th February.

The Clerk informed Members that as part of the pre application process she felt that the Football Club should be discussing this with the Parish Council, they being the local authority for the area prior to any formal application being submitted. The Chairman of the Football Club has indicated that he is happy to have this meeting but only once the Senior Planners have validated the application; this is not pre application advice but consultation once the application is in the planning process. The Clerk stated that should Council wish to send a representative to the meeting on 24th February, then she would suggest that the Chair and Vice Chair of Planning be asked to attend the meeting, but that the Parish Council push for a separate urgent

meeting prior to the lodging of the plans with the District Planning Authority.

Dr.Cash stated that he had serious concerns about the Parish Council holding such pre-application advice meetings in private with developers and wanted this minuted. The Clerk stated that this was positively encouraged by Government through the planning framework. Mr.Buckley stated that at such meetings, the object was to receive information but not to make decisions. All such decisions will then take place in public.

It was proposed by Mr.Diamond, that the Chairman and Vice Chairman of Planning should attend as observers the meeting of the 24th February and that there after a separate pre-application meeting be held with the Horsham Football Club; this was seconded and agreed by all present with the exception of Dr.Cash.

It was AGREED that the Chairman and Vice Chairman of the Planning Committee should attend the Horsham Football Club presentation on the 24th February. Furthermore a separate meeting be held with the Horsham Football Club in relation to possible pre-application advice.

Mr.D.Nagy arrived at 7.50 pm.

Action for Market Towns

Council have received an invitation to an event to be held by Action for Market Towns in Hailsham, East Sussex 'Marketing your Town' on Wednesday, 12th March 2014. This is a buy one get one free offer the cost being £90; the Clerk asked whether any member of Council wish to attend as this may have benefit for the local business economy.

Action for Market Towns are also looking for sponsors within the Town and Parish Council sector in relation to hosting a Towns Alive Workshop. The potential cost to the parish council being the hire of a facility/room, catering (normally sandwiches/cold buffet), and a contribution towards speaker's costs dependent on the specialism of speakers required for the chosen topics by the Parish Council/local community and businesses.

Dr.Cash indicated that Southwater Action Team were members of this organisation and he would propose that the Council host such an event and thought that the council should contact the Little Teashop with regards to catering. Mr.Diamond seconded the motion to host a Towns event, suggesting that perhaps this could be offered at a small charge to those outside of the village to outlying parishes/towns etc

APPROVED by all present that the Council should host a Market Towns 'Towns Event' at a date to be arranged in 2014.

Christ's Hospital – Educating and Inspiring

The Clerk informed Members that the Council had received the latest brochure highlighting the achievements of the School and Foundation; a copy was available in the parish office.

Members noted the Clerk's comments.

F272/01/14

COMMITTEES

Finance & General Purposes Committee – 8th January 2014

It was RESOLVED by all present that the Finance & General Purposes Committee minutes dated 8th January 2014 as a true and correct record of the meeting, with no amendments.

The date of the next meeting being Wednesday, 5th February, 2014.

Planning Committee –9th January 2014

It was RESOLVED by all present that the minutes of the Planning Committee dated 9th January 2014 be approved as a true and correct record of the meeting.

The date of the next meeting being Thursday, 6th February 2014.

7.55 pm - At this point in the meeting the Chairman proposed that Item 14 (F279/01/14) on the Agenda to discuss the issue of the Memorandum of Understanding and Partnership be brought forward in order to allow the Vice Chairman of Southwater Action Team to give a presentation. The Chairman's understanding was that the Vice Chairman of Southwater Action Team would like to leave as soon as possible; this was APPROVED by all present.

F279/01/14

SOUTHWATER ACTION TEAM

Mrs. Deborah Priebe, Vice Chairman of Southwater Action Team (SWAT) thanked the Chairman for his discretion in taking the item in relation to the Memorandum of Understanding earlier in the meeting.

Mrs. Priebe advised the Council that SWAT had held a meeting on the 9th January 2014 at which the Memorandum of Understanding had been discussed and agreed, therefore completing all documentation required by the Council in order to recommence the Partnership work between the two organisations once signed on behalf of the Council by its Chairman.

Mrs. Priebe stated that as Vice Chairman of SWAT she was extremely keen to resume a productive working arrangement and complete the outstanding actions emanating from the Action Plan. SWAT would be meeting in February 2014 at the Children and Family Centre and looked forward subject to the Council's approval in order to have the participation of councillors at the meeting.

The Chairman asked what would happen when the action points were completed. Mrs. Priebe replied that they would consider closing down the group at their Annual General Meeting in September 2014.

Mrs. Flores-Moore stated that should the Parish Council resolved to take forward the

partnership arrangement, how did the group intend to take forward the outstanding items from the Action Plan. Mrs.Priebe saw the Partnership very much as that and therefore it did not seem to be logical or a good way forward to act other than in partnership with the Parish Council. She would hope for a cordial working relationship otherwise this would be counter productive.

Mr.Diamond and Mr.Cole questioned the Parish Council Chairman what the current position was with regard to the outstanding constitutional items. The Parish Council Chairman indicated that he believed that having signed the Memorandum of Understanding and answered questions relating to whether or not they were quorate at the meeting, the Group had carried out what the Council had asked of them.

Mrs.Flores-Moore asked Mrs.Priebe who had completed the items within the Action Plan as “done, done, done”. Mrs.Priebe at this point was unsure of what items were being addressed.

At this point Dr.Cash questioned Mrs.Flores-Moore’s ability to question on the document as this had been contained in a confidential report. For clarification, the Clerk indicated that these were the actions previously published by SWAT and therefore already in the public domain; they were appendices within her Confidential Report to Council.

Dr Cash at this point directed Mrs.Priebe as Chairman of SWAT as to which document Mrs.Flores-Moore was referring. At which point Dr.Cash then went through these in detail.

Mr.Diamond questioned the wording ‘done’ and felt that it would be better to change such wording to completed. Mrs.Flores-Moore and Mr.Diamond then raised questions as to whom had actually achieved the actions eg., SWAT, the parish Council or another lead partner! This should be resolved at the earliest opportunity.

Mr.Nagy at this point in the meeting questioned Dr.Cash in relation to what capacity was he talking either as a Councillor or as chairman of SWAT.

Dr.Cash stated that having spoken to the Monitoring officer he believed that he had registered his interest as chairman of SWAT and referring to legislation did not intend to declare it again, until required this matter being in the public interest.

The Clerk at this point advised Dr.Cash that whilst it was correct he had registered his interest. However, she would advise that due to the debate he should perhaps consider declaring his position for transparency reasons as was normal, although she could not force any Member to do so.

Mrs.Flores-Moore stated that should the Partnership be agreed and given the mandate by the Council to progress the actions that there be full consultation with the Council prior to any actions going forward the Council being the authority for the area. She wanted to know what would happen to the Group when they had completed the actions; this being the original remit of the group?

Dr.Cash then instructed Mrs.Priebe from his position within the Chamber as a

Councillor, as to where she would find the information. Mr.Nagy expressed his concern to Dr.Cash as to what role he was undertaking during the meeting as he would seem to be there in two differing capacities. Dr.Cash stated that he felt that Mr.Nagy was “being provocative”. Mr.Nagy stated that this was not the case he was merely “seeking transparency”. The Clerk reiterated her previous advice to Dr.Cash for Dr.Cash stated that he could not understand the stance being taken by Mr.Nagy. Dr.Cash referring to a legal case Icklesham stated that he could discuss anything in the public interest as a member and due to the fact that this interest was on his register, did not need to declare at this point. Mr.Nagy stated again, that it was a matter of transparency the meeting being in a public forum, the public may not be aware of the dual roles.

Mr.Apted at this point said that he could not see where the conversation was going, the matter was to discuss the Memorandum and Partnership arrangement. Mrs.Priebe stated that she very much hoped that the Parish Council would reinstate the Partnership arrangement allowing Southwater Action Team to complete in partnership with the Council the remaining items from the Action Plan. If the Group could not complete the actions then in September, it would be for them to consider whether they could move forward or indeed as specified earlier cease to exist.

Mr.Cole asked whether the outstanding items were proceeding satisfactorily. Mrs.Priebe stated that the objective was to complete the remaining items for the benefit of the residents of Southwater.

Mr.Nagy asked whether Mrs.Priebe knew what the original purpose of Southwater Action Team was. Mrs.Priebe stated that she understood that this was to deliver following completion of the Action Plan, the actions identified by the community of Southwater. For example to work with the local police team to deal with the traffic issues outside of the local schools. The Group had produced walk leaflets which had been extremely successful with new leaflets being progressed.

Mr.Diamond said that he would like to make an observation not a criticism in that his view that a better word again in relation to the actions marked ‘done’ would be the word ‘completed’ rather than done and that there should be more of an emphasis on who the lead partners eg., the Parish Council/Police/County or District Councils/Southwater Action Team were in relation to both past and existing projects. This should be addressed by the Group and he was sure that the Parish Council nominated representatives would ensure that this is brought to the Southwater Action Team meetings. Mr.Diamond moved to propose that the Council reinstate the Partnership arrangement, with the Council signing the Memorandum of Understanding and Constitution.

In response to a question as to whether the Clerk was happy with the documentation, the Clerk stated that to her knowledge the group had completed the actions required by the Council. There were small minor typographical errors, but she was happy to work in conjunction with Mrs.Priebe, with whom she had previously worked extremely well; this was acknowledged by Mrs.Priebe. The Clerk further commented about concerns in relation to the Membership List, which did have some anomalies but was confident that these could be overcome. At this point, Dr.Cash stated “whatever” in relation to the information supplied by the Clerk, Mrs.Flores-Moore

stated that she thought this remark rude.

At this point in the meeting the Chairman reinstated Standing Orders thanking Mrs.Priebe for her input into the discussions.

The Chairman acknowledging the proposal by Mr.Diamond asked that the motion be put again.

Dr.Cash at this point in the meeting declared a pecuniary and personal interest in the discussions, and stated that he applauded the quality and weight of the Clerks Report. The Clerk noted that the Member did not leave the Chamber.

Mr.Diamond at this point moved to propose that the Parish Council reinstate the Partnership, signing both the Memorandum of Understanding and Constitution documents, this was seconded by Mr.G.Cole.

For the Motion to Reinstate the Partnership Agreement between the Parish Council and Southwater Action Team, with the Council signing the Memorandum of Understanding and Constitutional documents.

Mr.L.Apted, Mr.P.Buckley, Mr.G.Cole, Mr.K.Diamond, Mr.M.Neale, Mrs.B.Varley, Mr.G.Watkins, Mrs.J.Williamson

Against : Nil

Abstentions : Mrs.Flores-Moore, Mr.D.Nagy

Declaration : Dr.A.Cash

Members of the public then left the chamber, leaving one Member of public still present.

F273/01/14

PRECEPT

The Clerk referring to the Precept and percentage increase agreed by Council apologised for the fact that she had inadvertently provide the wrong percentage increase this in fact being 1.95% not as previously stated 1.7%. The overall collection figures remain unchanged.

The Chairman informed Members that whilst there had been an error in calculating the percentage figure, the actual monies raised remain unchanged. Members were reminded about the changes made to the precept calculations, the general discussions being that the increase should be below 2%.

Referring to an article in the Southwater Life, Dr.Cash questioned the rise in the precept with the Chairman having stated that the Council were keeping costs down. Dr.Cash also questioned whether the interview had been authorised by the Council; to which the response was that it had been discussed and approved with Southwater Life. The Chairman did not particularly like giving such interviews, but they did profile the work of the Council.

Dr.Cash said that he would be voting against any change as he was opposed to the overall increase in the precept.

It was NOTED AND APPROVED by all present with the exception of Dr.A.Cash, that the Precept percentage increase for Year 2014/15 was 1.95% Nett Budget £287,957, Grant £11,031, Gross Budget £298,988.

F274/01/14

ACCOUNTS

The Clerk confirmed the current financial position of the Council providing the Income and Expenditure and bank balances as at 29th January 2014.

It was APPROVED by all present, that the figures presented in the Members Pack represented the true financial position of the Council.

Local Council Review

The Council are being asked whether they wished to renew the Local Council Review to which it currently subscribes. Cost £17 including two free logins for LCR Online.

It was APPROVED by all present that the Council continue its subscription of the Local Council Review via the internet.

Aged Debtors List

The Clerk indicated that she would require the permission of the Council to write off a aged debtor to the sum of £13.20 which is 90 days overdue for payment. The Clerk indicated that this booking whilst having booked the relevant venue had not proceeded and did not give 7 days notice of cancellation. In view of the costs involved, it would not in the Clerk's view be worthwhile pursuing through the small claims court.

It was APPROVED by all present that the Clerk write-off the sum of £13.20 in relation to a booking in the name of Collyer.

Stammerham Amenity Association

In order for the Group to become involved in the Neighbourhood Plan process they wish to meet to reconstitute the organisation. As such the Clerk has received a request that the Council allow the free use of the chamber on 27th February to allow this meeting to take place; there being no other suitable venue for such a meeting.

It was APPROVED by all present that the Stammerham Amenity Society be grant funded use of the Chamber for a meeting to be held on 27th February 2014 which would allow them to reconstitute and then put themselves forward for consideration by the Parish Council in relation to a position on the Steering Group.

F275/01/14

ACCOUNTS FOR PAYMENT

The Chairman presented to Members the Payments to 29th January 2014 including the January 2014 salary run. The Clerk informed Members, that minor alterations to

wording on the payroll schedule were not possible; these having been drawn to the Clerks attention by Dr.Cash. This was due to the way in which the IT system had been setup; the Clerk's office had checked with the provider. Dr.Cash thanked the Clerk for her diligence in this matter.

It was RESOLVED by all present that the Payments Schedule to 18th December, 2013 in the sum of £43,887.97 be APPROVED.

F276/01/14

OPERATION WATERSHED

Dr.Cash stated that he was aware of a potential claim by Southern Rail in relation to the disruption caused in relation to works in the Worthing Road; these caused by flooding. The Chairman stated that unless the Members knew of the exact cause he would like to have facts reported rather than speculation and asked the Clerk for a summary. The Clerk then summarised the difficulties encountered by the West Sussex County Council Highways Department and Fire Service; much of which was due to the collapse of a culvert she had been informed due to the torrential rains during January 14. The Highway Authority and other partners had worked hard to mitigate and complete the works.

The Clerk informed Members that a meeting had been held with the appointed contractors Wilbar who have provided a proposed works programme having again visited the sites identified as part of Operation Watershed. The Clerk had sent this to colleagues in the County Council asking for their views if any.

It was RESOLVED by all present that the Clerk continue with the programme proposed in consultation with WSCC colleagues.

At this point Dr.Cash left the chamber 8.35pm.

F277/01/14

FRIDAY LUNCHEON CLUB

The Clerk informed Members that 18 people had booked for lunch on the 7th February at the Leisure Centre as part of this new community initiative. Funding granted towards equipment by the County Local Committee in the sum of £3,500. Whilst some minor equipment had been purchased within expenditure powers, the Clerk would like delegated authority to purchase the new cooker for the leisure centre in order to provide the meals. In addition, the Clerk informed members that in consultation with the Chairman she had made an offer for further equipment including fridge/freezer and microwaves due to the fact that she understood the Christian Centre in Horsham was closing on Friday. A number of volunteers from this venture had offered their services to the group.

The Clerk informed Members that the formal opening of the new initiative would be on Friday 21st February, with County Councillor Brad Watson opening the luncheon club. Local media had also been invited. The Clerk informed Members that the initiative had received a warm welcome from all groups visited to date. The Clerk would like to thank her team for their efforts in making this happen.

The cost of the new cooker being £929 + VAT, Microwave £399 (this may not be

necessary due to the bid made for equipment from another organisation closing down). There would be a requirement to place orders for ancillary equipment such as plates, cutlery etc estimated to cost £225 + VAT. Estimated expenditure of £2000 subject to the bid to the Christian Centre being successful, leaving a balance of approximately £1,500 towards future costs. Should any councillor wish to assist in serving the meals along with the volunteers, then they should contact the office.

Mr.Diamond said that he understood that the cooker was to be provided from developer contributions. The Clerk stated that she was still in discussion with the relevant developer who was considering the Council's request for replacement kitchen units. The Clerk had now chased the relevant developer on two occasions to see whether a decision had been reached. The Clerk stated that there were two further funding streams being pursued at this point.

It was APPROVED by all present that the Clerk be given full delegated powers of expenditure in relation to the purchase of equipment to enable the Group to provide services from the Leisure Centre.

F278/01/14

BEESON HOUSE & EASTEDS BARN "TENDERING FOR WORKS"

The Clerk informed Members that the consultant employed by the Council had prepared the relevant schedules and was subject to approval by the Council wishing to tender for the works on 31st January. Tenders from the six companies would then be returned by no later than 3pm on the 21st February. The Clerk, Chairman of Council and the Consultant being present for the opening of the tenders. Once registered it is intended that the Consultant will then inform Council as to his recommendation in relation to both the Easteds and Beeson House Library projects. It is anticipated that once the contracts are issued then the works will take a period of between six to eight weeks.

The Clerk indicated however, that there would appear to be a problem in relation to whether the Parish Council could proceed until both the District and County Councils agreed on the surrender of the first floor and the overall lease of the building. The Clerk thought that the easiest route to pursue for all parties would be the surrender by the County of the first floor to the District, and the District provide a tenancy at will to allow the works to proceed.

Mr.Watkins stated that the Clerk and Surveyor appointed by the Council should ensure that in the tenders there was no reference to a start date pending legal documentation being completed. The Clerk stated that this had been taken into consideration by the appointed Consultant.

The Clerk to discuss the question of the lease arrangements with the District and County Councils to ensure that the works are able to proceed in accordance with the tenders and timescales previously agreed by all parties.

It was APPROVED by Council that the Consultant, Phillip Starling should tender six companies in relation to the works for Easteds Barn and the Beeson House Library project.

8.45 pm. Mr.Graham Watkins stated at this point in the meeting that whilst the Council had taken the Memorandum of Understanding and Partnership Agreement forward in the meeting earlier, it had not discussed the Clerk's Confidential Report. This Report must have taken sometime for the Clerk to compile and he thought worthy of discussion by the Council.

A general discussion took place by Councillors as to whether it was felt that the report had received a full airing, it was agreed that this was worthy of further discussion as the agenda item had been to discuss the report as well as the Memorandum of Understanding.

At this point in the meeting the Chairman PROPOSED, this being SECONDED by Mr.Watkins and AGREED by all present that the press and public be excluded from this section of the meeting in order for the Council to consider and respond to the Clerk's Confidential Report. Mr.Piper thanked the Council and said that he was happy to leave, but just added that he had never seen the point of such a Group.

"Confidential Note"

Standing Orders were reinstated.

It was APPROVED by all concern that the representatives of the Parish Council appointed to Southwater Action Team would ensure that the following matters were addressed:-

- **Membership List**
- **Itemisation of the Lead Partners and Actions to be Addressed (timescales applied)**
- **Intended Partnerships with Lobby Bodies**

Furthermore it was APPROVED that the Clerk should ensure that there be an agenda item listed on each Full Council meeting and that a further evaluation of the Groups activities take place in September 2014 to ensure that the Memorandum of Understanding and the reasons for this were valid.

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

Meeting with the Chief Executive of Horsham District Council

The Chairman indicated, that both he and the Vice Chairman of Council, Mrs.Flores-Moore and the Clerk had attended a meeting with the Chief Executive. The meeting was to discuss serious concerns about the Section 106 contributions on two development sites within Horsham.

Mr.Nagy said that he believed that the District Council would allow the Council to request monies direct if these were stipulated within an agreement against a specific

item. The Clerk confirmed that this was the case, however, older public open space and other unspecified monies would have to be applied for through the District Council Grants Panel.

Youth Project

Mrs. Williamson has reported that she attended a meeting on the 21st January 2014 of the Youthworker Management Board of the Youth Project.

Mrs. Williamson confirms that the new bank account is now operational, the Clerk confirmed that the monies held by the Council were to be transferred now that the end of December reconciliation is complete and as approved previously by Council.

Investigations are continuing in relation to how the group will be constituted possibly via a Charitable Incorporated Organisation (CI) subject to liability queries being satisfactorily addressed with the Management Board becoming trustees. Again further discussions with the Parish Council will then take place once a decision by the group is taken as to which option they will take.

Fundraising ideas are being discussed at the next meeting to top up the funds in the clubs accounts.

Mrs. Williamson felt that the group had totally evaluated the way forward and that this could only be beneficial.

Southwater Neighbourhood Network

Mrs. Varley stated that she had attended the launch of this new Neighbourhood Network at the County Park on the 16th January. Both Councillor Brad Watson, County Councillor for Southwater and the Chairman of Horsham District Council, Cllr Phillip Circus were present along with the press. The Deputy Head of Tanbridge House School was also present and there were discussions about intergeneration activities in relation to IT.

Cllr Watson indicated at the meeting, that the County Council had been so impressed that it intended to encourage such organisations to form in other communities with Southwater being the first. Members felt that this was not quite accurate for there was already a scheme in situ in Haywards Heath this being the model for the Southwater Scheme. Members were delighted that the group were now operational.

HALC Meeting

The Chairman reported that both himself, Mr. Apted and the Clerk had attended the meeting held on the 22nd January at Mannings Heath Village Hall. A presentation was made by the County Councillor for Chanctonbury who discuss funding available via the CLC's for parishes. Each area now had a distinct Highways Officer to assist them in all things County Council; visits to County Hall North can be arranged for members of Council/Clerks. The meeting minutes will be distributed to Members.

Berkeley's

The Chairman reported that the Chair and Vice Chair of the Council and its committees had met with Berkeley's in relation to pre-application advice and

information. A further meeting is to be arranged with the Parish Council's representatives once information asked for is provided. The Chairman confirmed that it was Berkeley's intention to bring to the public forum on Friday, 28th February 2014 and Saturday 1st March 2014, an exhibition of their new proposals in relation to development. Members of the Council will be invited to attend on the 28th February with personal invitations being issued. All residents are to be leafleted regarding the exhibition and the proposals by the developer. This being prior to any formal planning application being submitted to the Local Planning Authority.

Village Hall Management Committee

Mrs.Varley informed Council that she had attended this meeting, but had nothing further to report.

Southwater Action Team

Mr.Nagy reported that he had attended the previous Southwater Action Team purely as an observer on behalf of the Parish Council.

Southwater Safer Roads Partnership

Mr.Neale informed Members that both he and the Clerk attended a meeting held on Monday, 20th January 2014 at which the Draft Action Plan was discussed. Once agreed this will be formally shared with the Parish Council as part of the consultation process. One of the actions for example would be the positioning of white posts along the grass verge between the Infant and Junior Schools

Mr.Neale reported that there was a small pot of funding to assist the "Two Minutes for Southwater" campaign.

Mrs.Varley said that one of the things that the Action Team had done was to provide to residents in Southwater Street etc., 30 mph signs for bins. Mr.Neale and the Clerk reported that this topic had been discussed, for it would appear that elsewhere in Sussex there had been an accident caused by such signage. There were stringent guidelines indeed even signage available. Mr.Nagy said that whilst issued with all good intention perhaps Southwater Action Team should be made aware of this issue, for legally there could be a liability on the Parish Council should something occur albeit that these were not authorised by the Council, nor were the Council officially approached about the matter.

Mr.Diamond stated that there should be a risk assessment done by the Group who issued these signs and proper guidance issued to the residents. The Clerk stated that she had now received this guidance and was acquiring the approved signage, but that she believed that the approved signage could only be used for period of three months in locations. Mr.Neale confirmed that this too was his understanding.

SECAMB/NHS Clinical Commission Group

Mrs.Flores-Moore informed Members that she had arrived late to the evenings meeting due to the fact that she had been asked to give a presentation at a District Council meeting held to discuss community concerns about ambulance times with some outlying villages feeling that there were not be well served.

This was in the main a closed meeting, and therefore she could not comment on all aspects but could report that there were 551 ambulance trucks covering an area from Banstead in Surrey to Ashford in Kent and down towards the coast. One recent issue surrounding one accident with 14 trucks out of the 551 stuck at an A&E unit. Some of the issues surrounded the fact that trucks were stuck in A&E's with no beds available in A&E units, all parties are currently working to resolve the issues involved.

At this point in the meeting Mr.Diamond declared an interest in this matter and took no part in the meeting and debate.

The Horsham and Mid Sussex Clinical Commissioning Group were the pathway and a presentation had been given on this topic. The air ambulance is also part of this pathway delivery of hear and treat. Mrs.Flores-Moore felt that there would be slides made available.

Mrs.Flores-Moore having finished her report, asked Mr.Diamond what connection he had with the Clinical Commission Group. Mr.Diamond stated that he had been appointed as a consultant for the group but had not wanted to stop the report.

F281/01/14

SOUTHWATER YOUTH PROJECT

Members NOTED the comments reported back by Mrs.Williamson.

F282/01/14

SOUTHWATER NEIGHBOURHOOD PLAN

The Clerk referred to the report contained within Member's Meeting Packs; this being self explanatory. Mr.Watkins asked whether Southwater Action Team would be considered for inclusion in the Steering Group; the Clerk stated that as the Group were constituted she believed this to be the case.

Members NOTED the action taken by the Deputy Clerk in progressing the Southwater Neighbourhood Plan.

F283/01/14

PERSONNEL & PENSION SCHEME**

At this point in the proceedings Mr.Nagy declared both a personal and prejudicial interest in the matter appertaining to Staff Pensions and left the Chamber.

The Clerk confirmed that the consultation process was underway in terms of the revised Staff Handbook, Terms of Conditions and HR Policies. This consultation will end at the beginning of April 2014. A further meeting for employers is being held on the 5th March in Chichester. It is hoped that the Clerk and the Administrator will commence inputting the new criteria required in order to comply with regulations during February/early March prior to the commencement of the new financial year to ensure that the information output is in the format required by the WSCC Pension Fund.

Member's NOTED the comments.

The Clerk confirmed that she had requested the FRS17 documentation following the recent evaluation of the Pension Scheme; showing the position of the Council's pension scheme within the WSCC Pension Scheme and how well it was performing.

Member's NOTED the Clerks actions.

Mr.Nagy returned to the Chamber.

F284/0114

CLERK'S REPORT

MUGA Project

The Clerk confirmed that a new application had been lodged with Sport England; Sport England had confirmed receipt of a new registration number for the proposed grant application.

Mr.Diamond suggested that a special recognition award be given to this volunteer. The Clerk stated that she had personally given the volunteer a thank you, but felt that a letter of thanks from the Council would be appropriate in this instance. Mr.Nagy asked whether, this recognition had been noted in the press. The Clerk stated not. Mr.Buckley stated that knowing the volunteer the letter may suffice, but could see no objection to a press release being issued about the volunteer work if the application be successful.

The Clerk would like to thank once again Helene the volunteer with whom she had been working for her input into the project both in terms of time and effort despite having now moved onto pastures new.

The Council asked the Clerk to formally thank the volunteer on behalf of the Council and if the bid for the MUGA Funding were successful then mention of the volunteer and press release be issued.

Entertainment Licences

The Clerk confirmed that the Leisure Centre Manager had put together the applications for the licences in relation to the Leisure Centre and Easteds Barn, allowing for greater use of the venues for the benefit of the community.

Council NOTED the comments.

Open Day – Easteds Barn

The staff continue to work towards an Open Day on Sunday, 23rd February 2014 it is hoped that this event will showcase the facilities available both at the Barn and Leisure Centre. It is hoped that local businesses will be interested in working with the Parish Council on this event.

Council NOTED the comments.

IT Server

It was hoped that the server would be back in full operation by the end of the week, this will enable a member of staff to work on the much awaited Intranet. Meanwhile

one of the work experience young people will be working on updating the Parish Councils website. The Council lost the use of the site for a period of a few days whilst domain name issues were resolved. The Council own the domain www.southwater-pc.gov.uk but also www.southwaterpc.gov.uk.

Council NOTED the comments.

Work Experience

The Council have been fortunate in having the ability to assist currently three young people through the work experience programme. As Councillors were aware most of the young people who had been helped by the Council had gained employment either on a part time or full time basis. Indeed one of the young people had just been offered a six month position with a local contractor.

Councillors NOTED the Clerk's report.

Meeting with the Clerk to Christ's Hospital

The Clerk informed Members that she had had a meeting with the new Clerk, Greg Andrews at Christ's Hospital, a number of issues were discussed including planning, rights of way, community involvement and funding raising by the School and Foundation. It has been agreed that quarterly meetings will be held in future between the two parties.

Councillors NOTED the Clerk's report.

F285/01/14

DATE OF NEXT MEETING

The date of the next meeting will be **Wednesday, 26th February 2014** the meeting will commence at 7.30pm and will be held in the Council Chamber in Beeson House.

The Planning Committee meeting followed immediately after the Full Council meeting.

F286/01/14

PLANNING

Present Were: Mr L. Apted

Mr P. Buckley	Mr G. Cole
Mr K. Diamond	Mr.M.Neale
Mrs B. Varley	Mr G. Watkins

Members of the Public:

Application No.	Applicant	Reason for Application	Recommendation
DC/13/2313 Peter Buckley	Mr John Kelly 6 Netherton Close	Construction of a detached 2-bed chalet bungalow with detached garage and construction of replacement garage to 6 Netherton Close	No objection. The Parish Council to request Section 106 contributions towards the Leisure Centre shower improvements.

Application No.	Applicant	Reason for Application	Recommendation
DC/13/2331 Laurie Apted	Ms Paula Rixon The Fords Bonfire Hill	Demolition of existing 3-bed dwelling and construction of replacement 3-bed dwelling, detached garage with guest room over and associated landscaping	No objection but would insist on a non-severance condition on the garage.
DC/14/0005 Sheree Alway	Mrs Murphy 40 Woodlands Way	Fell 1 x Oak Tree	No objection subject to consultation with the District Council's arboriculturist
DC/14/0012 Michael Neale	Vodafone Ltd Vodafone Ltd Mast Hop Oast Farm Worthing Road Horsham West Sussex	The removal of 6 No. antennas and supporting poles to be replaced by the installation of 6 No. antennas mounted on new support poles at the top of the structure' 6 No. Remote Radio Units (RRU's) and 2 No. 600mm transmission dishes affixed to the lattice tower and a 300mm wide cable ladder and ancillary equipment. Existing lattice tower to be retained.	No objections subject to continued camouflage of the masts to blend in with surrounding trees and landscape as is currently in situ.
DC/14/0029 Geoff Cole	Mr Dennis Winderbank Wellfield House Southwater Street Southwater Horsham West Sussex RH13 9BN	Non-material amendment to DC/13/0932 (Two storey extension to rear of property) to insert 2 x additional velux windows in rear elevation	No objection
DC/14/0036 Kieran Diamond	Mr Paul Day 33 Eversfield	Amendment to DC/13/0353 (Proposed two storey side extension with loft room) with a reduction in the footprint, change of fenestration to match existing and addition of front gable	Objection on grounds of over intensification of site. Concerns about lack of hipped roof and height of third floor in terms of overlook on other properties and intrusion
DC/14/0073 Barbara Varley	c/o Roger Baldwin Agent 11 Millfield	New single storey kitchen/dining room extension to rear and creation of new first floor bedroom/ensuite over existing garage footprint	No objection

The meeting closed at 10.38pm