

SOUTHWATER PARISH COUNCIL

Minutes of the Full Council Meeting held on Wednesday, 27th January 2016 at 7.30 p.m., in the Council Chamber, Beeson House, Southwater.

Present Were: **Mr P. Buckley**

Mr L. Apted **Mr K. Diamond**
 Mrs P. Flores-Moore **Mr B. Greening**
 Mr M. Neale **Ms R. O’Toole-Quinn**
 Mrs B. Varley **Mrs C. Vickers**
 Mr G. Watkins **Mr N. Whitear**

Clerk: **Mrs J Nagy**

County Councillor: **Apologies**

District Councillor: **Apologies**

Sussex Police: **Not present**

Members of the public: **7**

Press: **Not present**

F157/01/16 PUBLIC PARTICIPATION

The Chairman asked those present to set their mobile phones for the duration of the meeting to silent, 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.

The Chairman asked if anyone wished to record the meeting and also whether anyone in the public gallery wished to speak on behalf of any given matter, as this was the most appropriate point in the meeting to do so. No member of the public indicated at this point that they wished to tape or record the meeting.

Mr Whitear reported that there were several bad potholes in Timbermill, that could cause possible damage to cars and buses.

The Deputy Clerk will report this to Highways.

Mr Greening said that he would like to send his best wishes to the Clerk, who is currently off sick. The pothole that he had previously reported in Worthing Rd to the north had now been repaired. He noted that the Union Jack is always flying near the War Memorial, but asked if a St George’s flag could sometimes be flown.

The Deputy Clerk will ascertain the cost of purchasing a St George’s flag.

Mrs Varley reported that the layby by The Fieldings was flooded again. Ms O’Toole-

Quinn reported that the section of Worthing Rd near New Rd had flooded.

The Deputy Clerk will report this to Highways.

Mr Diamond said that he would like to thank the Deputy Clerk and her team for covering the office in the absence of the Clerk.

Mr Neale reported that he had tried to book Easteds Barn for a family event, to be told that evening functions are not permitted due to complaints from neighbours. Mr Buckley said that he had only been made aware of this recently; he understood that weddings were allowed but no adult functions.

It was agreed that this be made an agenda item on the Finance and General Purposes Committee; the Deputy Clerk will check the planning consent.

Mrs Flores-Moore agreed with Mr Diamond that the parish office staff were coping well with the absence of the Clerk.

She reported that the pavement in Cedar Drive has sunk and it is not possible to push a push chair along.

The Deputy Clerk will report this.

Mrs Flores-Moore reported that the site of the ambulance station in Horsham has been sold, and local ambulances would now be based in Crawley. Coming from there would mean that target response times would not be met, so this is a big concern.

Mr Diamond asked if there would be a satellite station, but Mrs Flores-Moore said that there would not. She did not know if the fire station was also being closed. Considering all the new homes to be built in the district, she thought it appalling that there would be no ambulance station in the area.

It was agreed that the Deputy Clerk would invite a representative from the ambulance service to the next Full Council meeting to discuss the issue.

Mr Piper reported that Horsham Police Station on the same site as the ambulance station is also up for sale, as he believes that there are plans to redevelop the whole area.

He reported that despite the recent re-surfacing work in Church Lane, it had only been patching, and an area up by the Church had not been done, and was breaking up.

The Deputy Clerk will report this to Highways.

Mr Piper reported that a Nat West mobile bank is now calling in to Lintot Square on Tuesdays at 10.05am leaving promptly at 11.05am. The Deputy Clerk said that she had seen the van, and had asked the District Council if it knew that it was coming. The District Council did not know, and there were concerns as when the van arrived, there were no free spaces for it to park.

Mr Phillips, a local resident, said that the police office had “Kill your Speed” signs and

he would like one to be erected in Church Lane.

Mr Buckley said that this was a police matter, but the Deputy Clerk would enquire about the possibility.

Mr Condé, a local resident, said that he was a member of the Easteds Barn Committee and that there had been a children's party there on Saturday with a clown etc. He had stood outside the Barn during the party, and you could not hear noise outside the building. The Council had spent a lot of money sound-proofing the Barn, and it was only one resident complaining, spoiling it for the whole village. The Council should have evening functions in his opinion.

The Deputy Clerk asked what the "Easteds Barn Committee" was. Mr Condé replied that it was a group of local residents. The Deputy Clerk said that the "Committee" was not an official organisation.

Mr Buckley said that the matter would be put on the Finance and General Purposes Committee for further discussion.

A member of the public made allegations about the Council, the Chairman, the Clerk and Deputy Clerk.

Mr Buckley as Chairman said that if the member of public continued to be disruptive, then the meeting would be suspended, and he would be asked to leave.

Mr Diamond told the resident to put any complaint that he had in writing.

F158/01/16 APOLOGIES FOR ABSENCE

Apologies and reasons for absence have been received from Mr Cole, Mr Green and Mr Tresadern.

Mrs Vickers will be arriving late due to District Council commitments.

Members NOTED and APPROVED the absences.

F159/01/16 DECLARATIONS OF INTEREST

The Deputy Clerk referred Members of Council to information issued in relation to the Member's Code of Conduct and Standing Orders and asked whether any Member had at this point in the meeting anything of note to declare.

Mrs Varley declared a personal interest in DC/15/2790 for Christ Hospital School, as a close relative is an employee at the School.

The Deputy Clerk said despite this not being a requirement, for reasons of transparency she declared a personal interest in DC/15/2871 Charwood House, Oakhurst Business Park as she lived in the vicinity of the site.

Members noted the Deputy Clerk's declaration.

MINUTES

The Council discussed the minutes of the meeting held on Wednesday, 16th December 2015 and considered that these reflected a true and correct record of the meeting.

Mr Neale said that it was he who made the comment about the Horsham Cycling Forum and not Mr Cole as noted in the minutes.

It was RESOLVED by all present, that the minutes of the meeting held on 16th December 2016 be APPROVED by all present, with the amendment stated above.

CHAIRMAN'S ANNOUNCEMENTS

Mr Buckley reported that the Clerk was still on sick leave, and there was no date for her return to work.

He said that he had visited Mrs Audrey Broad and had awarded her the Freedom of the Parish; Mrs Broad had been unable to attend the December Full Council meeting. An article would be appearing in the Council Newsletter.

Mr Buckley advised that the visit by representatives from the Department for Communities and Local Government, from the Cabinet Office and the Home Office scheduled for 4th February 2016 would go ahead, despite the absence of the Clerk. DCLG are visiting three councils in Sussex, and want to see how a progressive council works effectively within its community.

He and Mrs Flores-Moore will be attending as Chair and Vice Chair of the Council, but it seems that the government officials are keen to met parish councillors, so asked if any other councillor could attend on the day.

The Deputy Clerk will email out the details of the visit for Councillors to consider whether they can attend.

CORRESPONDENCE

The Deputy Clerk referred Members to correspondence sent to them during the month and asked whether they wished to discuss any item that may not be covered on the agenda for the meeting.

Metrobus Proposed Route Change to 98 bus

Metrobus has been consulting on a possible route change to the 98 route, with the bus coming through Blakes Farm Rd and missing out a section of Worthing Rd, an issue which has been discussed at recent Planning Committee meetings. The Parish Office has received numerous letters of objection, and Metrobus has now confirmed that it does not intend to pursue the proposals, given the level of opposition.

Metrobus advised the Deputy Clerk that it had sent leaflets to every house in the Blakes Farm Rd area, but it appears that these were not delivered as expected; many properties reported not receiving one, so the Deputy Clerk advised Metrobus to contact their

supplier.

Mr Greening asked if anyone had been in favour of the change in bus route. The Deputy Clerk said that she knew of a couple of people on this occasion, but residents of the area had often spoken in favour of a bus serving Blakes Farm Rd in the parish office in the past.

Mrs Flores-Moore said that all those to whom she had spoken were against the proposal.

The Church of the Holy Innocents

The Church Treasurer has written to thank the Parish Council for its grant of £154 for the Remembrance Day Service sheets.

Jeremy Quin, Member of Parliament for Horsham

Mr Quin has written to thank the Parish Council for considering the request of a local seven year girl, asking for smoking bins to be sited outside the Leisure Centre and local schools at the meeting of the Finance & General Purposes Committee.

F162/01/16

COMMITTEES

Leisure Centre Committee – 6th January 2016

It was AGREED by all present, that the Finance & General Purposes Committee meeting minutes dated 6th January 2016 , be approved as a true and correct record of the meeting held.

The date of the next meeting being Wednesday, 6th April 2016.

Finance & General Purposes Committee – 6th January 2016

Ms O’Toole-Quinn said that she was not noted as present at the meeting, when in fact she had been in attendance.

It was AGREED by all present, that the Finance & General Purposes Committee meeting minutes dated 6th January 2016, be approved as a true and correct record of the meeting held, after the amendment that Ms O’Toole-Quinn was present at the meeting.

The date of the next meeting being Wednesday, 10th February 2016.

Planning Committee – 7th January 2016

It was AGREED by all present, that the Planning Committee minutes dated 7th January 2016 be approved as a true and correct record of the meeting held.

The date of the next meeting being Thursday, 11th February 2016.

F163/01/16

ACCOUNTS

Councillors were referred to the meeting pack for 27th January 2016 and asked to

confirm that the documents provided were a true position of the Council financial affairs, e.g. Bank reconciliation, income and expenditure analysis and sales ledger.

It was RESOLVED by all present that the information provided by the Deputy Clerk represented a true record of the financial position of the Council as at 27th January 2016.

Clerk's Financial Report

The Deputy Clerk referred Councillors to the Clerk's Financial Report, discussion of which was postponed from the Finance and General Purposes Committee.

The Council is asked to consider the following:

- To take 2015/2016 grass cutting costs from Public Open Space ring-fenced account.
- To consider viring monies from the Public Open Space ring-fenced account into general funds, thus reducing the account to £150,000 from £290,977.86
- To consider the sums previously vired from the Easteds Barn ring-fenced account, totalling £46,143.57.

It was agreed that the grass-cutting costs be taken from the Public Open Space ring-fenced account, that this account be reduced for £150,000 with the remainder vired into General Reserves, and that the sum of £46,143.57 be vired from General Reserves into Easteds Barn ring-fenced account.

Bank Transfer

The Lloyds balance, which is in the region of £30000, has been reinvested for one year at the rate of 1.05%.

However, the Deputy Clerk drew Councillors attention to the current bank balances, which as of this morning totalled £40067. The January salaries have already been debited, but when tonight's payments of £8376.93 are deducted, it is likely that there will be insufficient money in the current accounts to cover the February bills.

The Deputy Clerk asked if the Council would consider transferring monies from savings accounts to the current account.

It was agreed that Mr Buckley as Internal Controller and the Deputy Clerk be given delegated powers to identify the best savings account from which to transfer £30,000 into the current account.

Mrs Vickers arrived at 8.05pm

F164/01/16

ACCOUNTS FOR PAYMENT

The Chairman presented to Members the Payments to 27th January 2016 in the sum of £38,392.65, plus an additional payment of £336.00. This payment was originally overlooked as the emailed invoice went into a spam folder.

It was RESOLVED by all present that the Payments Schedule to 27th January 2016

in the total sum of £38,728.65 be APPROVED.

F165/01/16

REPORTS BACK FROM REPRESENTATIVES ATTENDING OUTSIDE MEETINGS ON BEHALF OF THE COUNCIL – to receive reports from Councillors and Officers in relation to meetings/conferences attended on behalf of the Council.

Proposals for Car Parking Charges in Southwater Country Park

Councillors Buckley and Watkins, together with the Deputy Clerk, met with District and County Councillors, and their officers to discuss the possible introduction of car parking charges in the Country Park. Details of the meeting are confidential, but the Deputy Clerk will circulate a confidential report to update members of the latest situation.

Centenary Celebrations

The Deputy Clerk met with community groups to progress the ongoing project of celebrating the end of the First World War. The intention is to have an enhanced Remembrance Day service in November 2018, following by a Peace Day celebration in 2019, the official date of the Armistice. The date for this is provisionally 29th June 2019.

Discussions are ongoing in relation to a possible “Poppy Trail” around the village, highlighting where the men named on the War Memorial had lived, the provision of commemorative benches, and other community projects, all to be funded via outside grant funding and community donations.

There is also a possibility that poppy-themed street name plates be used in new developments, with the actual name being one of those on the war memorial.

F166/01/16

H.M. THE QUEEN’S BIRTHDAY

The Deputy Clerk reported that the Parish Office has had several enquiries as to whether the Parish Council wishes to mark the occasion of H. M. The Queen’s 90th Birthday on 21st April 2016.

Lighting a Beacon

The National Association of Local Councils (NALC) has written suggesting a lighting of a beacon. Southwater Sports Club lit a beacon for the Golden Jubilee celebrations in 2012 but it is not known whether they plan one for this year.

Clean for the Queen

This is a campaign being run by Keep Britain Tidy, and is a community litter pick to take place ideally on Friday 4th March to Sunday 5th March, but can be any time during January, February or March.

Branded plastic sacks can be obtained free of charge, although postage is payable, and discounts can be given on litter picking equipment such as litter pickers and tabards.

The Deputy Clerk suggested that the Parish Council might like to combine this event with its Spring Clean, which has happened in the past.

Mr Buckley said that few people tended to turn up on annual Spring Clean days.

Application No	Address	Reason	Recommendation
DC/15/2804 Kieran Diamond	Mr Ben Cluer 5 Wealdon Close Southwater	First floor extensions with front former, single storey rear extension with balcony above, and reduction in height and reconfiguration of side extension	Objection due to overlooking from balcony. Roof not hipped or dropped as per Parish Design Statement
DC/15/2807 Laurie Apted	Mr Ed Holden 20 Robin Close Southwater	Retrospective application for the erection of a single storey rear extension	No objection
DC/15/2814 Graham Watkins	Mr Oliver Hunt Hop Oast Depot Worthing Road	The redevelopment of a waste recycling depot. The existing dated facilities are to be replaced with a new workshop building and adjoining single storey office facilities. The existing buildings are to be demolished once the new building is nearing completion so the depot can continue to function throughout the building works	No objection in principle but ask that additional access road is considered to cope with increase in lorry traffic. Ask if building is compliant with HDC green policies
DC/15/2849 (In Office)	Berkeleys Land West of Worthing Road Southwater	Application for the approval of reserved matters following outline application DC/14/0590 (residential development of up to 540 dwellings and 54 retirement living apartments, associated vehicular, cycle and pedestrian access, drainage and landscape works) in particular for the provision of 2 x football pitches, cricket pitch, 2 x tennis courts with associated access, parking and landscape work	No objection

DC/15/2871 – Variation of Condition at Charlwood House, Oakhurst Business Park

The Deputy Clerk declared a personal and prejudicial interest in this application as she lived in the vicinity.

Mr Buckley said that the proposal was to increase working hours to 7pm, which was not an issue, his opinion. Letters of objection on the website referred to out of hours working between 4am and 7am, and whilst he did not condone this, it was not the subject of the application. There is a current enforcement notice on the site which should address the early working.

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

Mr Spreadbury-Troy, who lived in the vicinity of the site, said that the business park had been relocated from the village centre to what is now Oakhurst Business Park to avoid nuisance with neighbours. Nursing Hygiene has been operating from 4am to 8pm or 9pm at night. A history of nuisance has been well-documented and an enforcement notice has been served. The company is now complying with the working hours, due to the threat of prosecution.

He advised Councillors not to be fooled by the wording of the application; the extra hour was for lorries only, and van or car movements would be allowed 24 hours a day, 7 days a week, 365 days a year.

These vehicles must have tachygraphs by law, and this requires them to be stationary for 15 minutes to register the data; this is done with the engines running. Mr Spreadbury-Troy said that he has a diesel tank at the bottom of his garden, where the vehicles fill up with fuel.

The company has increased its turnover by 102% in the eight years it has been on the site. Perhaps it has outgrown the building. The loading bay should have been located at the other end of the building, that furthest away from housing.

The company is operating illegally, and this should be stopped.

Standing Orders were reinstated.

Mrs Vickers said that Mr Spreadbury-Troy was correct in stating that the application would allow vans operating 24 hours a day.

Mr Buckley did not object to the proposals, but said that the working hours should be enforced. All other Councillors present objected.

It was agreed by a majority vote that the recommendation would be to object as would create unnecessary noise and nuisance to neighbouring residential properties leading to intrusion into private lives. There would be an increase in air pollution due to vehicular traffic 24 hours a day. The current breaches of condition should be monitored and strictly enforced.

Application No	Address	Reason	Recommendation
DC/15/2871 Peter Buckley	Mr Kenneth Morren Charwood House Oakhurst Business Park Wilberforce Way Southwater	Variation of condition 7 to previously approved application DC/07/2748 (Storage and distribution warehouse with associated office, basement parking and new access road) to extend business hours to 0700 hrs until 1900 hrs Mondays to Fridays, 0700 hrs until 1300 hrs on Saturdays and not on Sundays, Bank and Public Holidays	Object as above
DC/16/0122 In Office	Mr D. Vande Putte 22 Beechwood Southwater	Surgery to 2x Oak trees	No objection to 20% crown reduction.

The meeting closed at 8.50pm