



SOUTHWATER PARISH COUNCIL

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Minutes of the meeting of the Parish Council held on Wednesday 29th January, 2020 in the Council Chamber, Beeson House, Southwater, West Sussex, RH13 9LA commencing at 7.30pm after the F&GP Meeting of the same evening.

Present: **Councillors:** G Watkins (Chairman), M Neale (Vice-Chairman), G Scoon, G Cole, R Stranks, S Lewis, N, Knott, H Timson, R Williams, C Vickers, D Moore, P Flores-Moore and B Varley.

Members of the Public: 16

Clerk: Dawn Spouge

Press: Not Present

ACTIONS

The Chairman asked those present to turn off their mobile phones for the duration of the meeting, unless in an emergency, when they should go through the Chairman. In the event of a fire alarm sounding, everyone should evacuate the building via the exits indicated.

The Chairman advised that the meeting was being recorded.

01/20. Apologies for absence

There were none

02/20. Declarations of Interest

There were none

03/20. Public Forum – (maximum 3 minutes per person with an overall limit of 15 minutes).

All parishioners wishing to speak, must make their name known to the Clerk prior to the commencement of the meeting.

Michael Fuller wished to speak about the Council's Risk Management Schedule and the potential legal costs associated with the Easted Barn title deeds. The Chairman advised that this item was not on the agenda and requested that Mr Fuller write to the Clerk with his comments. Mr Fuller responded that he had his questions with him and started to circulate them. The Chairman asked that he not do so and hand them to the Clerk at the end of the meeting. Mr Fuller continued to distribute his comments to all the Councillors present despite being politely asked again to wait until the end of the meeting.

Steve Clarke spoke about expenditure at the Leisure Centre and raised concerns about the amount it was costing. He requested that a fully costed business plan was created for its future, including any allocated Section 106 funding. The Chairman responded stating that Section 106 funding can only be spent on capital expenditure and not running costs and informed Mr Clarke that a business plan will be formulated and managed by a new

<p>incorporated charity and suggested that Mr Clarke attend a Saturday surgery to discuss further.</p> <p>Mr Young wished to ask a question about an item from a previous meeting but the Chairman informed him that as Standing Orders stated, he could only ask a question on the current meeting's agenda and invited him to a Saturday surgery.</p> <p>Councillor Scoon spoke about the amount of correspondence being received by the Council's office, including numerous Freedom of Information Requests, which he believed was taking up too much staff time and costs associated with this, prohibiting Staff from carrying out the usual running of the Parish Councils business. He stated that if residents were not happy with the response from the Parish Council they could raise it with the Monitoring Officer at Horsham District Council.</p> <p>04/20. Minutes - To approve the Minutes of the Parish Council meeting held on Wednesday 20th November 2019</p> <p>Councillor Vickers proposed approval of the above Minutes, seconded by Councillor Moore and AGREED unanimously.</p> <p>05/20. Matters Arising – To deal with any matters arising from the Minutes of the Parish Council meeting of the 20th November 2019 not covered elsewhere on this agenda. There were none .</p> <p>06/20. Chairman's Report The Chairman reported a £10,000 lottery grant had been obtained towards works and staffing costs for the Friday Night Youth Club at the Leisure and Community Centre. The Chairman congratulated the Assistant Clerk on his success at passing CiLCA, Certificate in Local Council Administration. This was echoed by the rest of the Councillors present at the meeting.</p> <p>07/20. Correspondence The Chairman reported receipt of a thank you letter from the Southwater Community Partnership for help received at the 2019 Christmas Festival.</p> <p>08/20. Accounts</p> <p>i) Balance Sheet to date – To receive, note and approve</p> <p>Councillor Moore proposed approval of the balance sheet, seconded by Councillor Cole and AGREED unanimously.</p> <p>ii) Income and expenditure – To receive, note and approve as at the date of this meeting</p> <p>Councillor Vickers proposed approval of the latest income and expenditure, seconded by Councillor Scoon and AGREED unanimously.</p> <p>iii) Funds held for Friday Luncheon Club</p> <p>The Council had been holding the Luncheon Club's funds whilst they created a bank account. The Clerk advised that the club's account was now ready whereupon Councillor Flores Moore proposed transferring the club's funds (£1,754) , seconded by Councillor Neale and AGREED unanimously.</p> <p>09/20. Precept Budget for 2020/21 – To consider the recommendations of the F&GP Committee and approve the budget for 2020/21</p>	<p>Asst Clerk</p> <p>Office</p>
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After consideration of the Finance and General Purposes Committee's recommendation, Councillor Neale proposed a precept of £693,102 for 2020/21 (a percentage increase in Band D of 4.29%), seconded by Councillor Moore and **AGREED** by 12 votes in favour and 1 against.

Meeting adjourned

10/20. To Receive and Consider any County Council Reports and Communications not covered elsewhere on this Agenda

The following report was provided:

a) last week the newly appointed WSCC Member for Education and Skills signed off the capital expenditure for the "replacement classrooms " for the two Academies with a budget of £1.9m which will be funded from committed and anticipated S106 payments for Southwater's primary schools,

b) discussions have commenced between Castlewood Primary School and WSCC officers regarding the opportunities for S106 funding of investment in the school and its facilities,

c) the introduction of the 30mph TRO along Tower Hill/ Christ's Hospital Road/ Two Mile Ash Road progresses albeit slower than many would wish however I have been informed that there have been objections to the proposal which need to be considered, and

d) WSCC's recently announced budget for 2020/21 which is to be discussed at next month's Council Meeting makes provision for a 3.99% uplift in the County's portion of residents' Council Tax. Half of that uplift relates solely to increased expenditure on Adult Social Care which is in response to increased demand. The budget increase also provides for funds for the Highways Portfolio which has responsibility for the maintenance of the County's roads.

The Chairman asked about Roman Lane roundabout and state of the curbs to which Councillor Jupp said he would pass onto the engineers.

Cllr Jupp

Councillor Scoon asked about the WSCC 3.99% increase to which Councillor Jupp said he would revert back with more information

Cllr Jupp

Councillors Stranks asked about the precise number of 3.99% and whether there was a reason for it. Councillor Jupp responded that they were restricted in general over what tax they could raise but allowed an additional 1.99% increase for Adult Social Care.

Councillor Moor asked about provision of a footpath at the top of Mill Straight and Cripplegate Lane. Councillor Jupp stated that he would look into this further and report back.

Cllr Jupp

Meeting reconvened

11/20. To Receive and Consider any District Council Reports and Communications not covered elsewhere on this Agenda

The following report was provided:

Cabinet will be asked on Thursday to agree to publish the first round of consultation on the new Local Plan.

Some 500 sites have been put forward by developers and landowners including 9 strategic sites of 1000+ homes and the council would have to evaluate all sites. Comments can be made at www.horsham.gov.uk/localplan

At this stage no sites have been ruled in or out. The decision on where housing might go will come forward at a later stage after we have heard views from residents on all the sites suggested.

I urge everyone to have their say and register online so that everyone can be updated on progress with the local plan.

The cabinet will also be asked to agree the de-commissioning of the Drill hall in Denne Road at the same meeting on Thursday. It currently costs the Council around £45k a year to maintain. It is only used on average about 6 hours each week by the community and 4 hours each week by 2 dance groups.

The building is over 90 years old and needs in excess of £1m spending on upgrading to meet minimum Standards.

The proposal suggests remaining in use for 2 years whilst alternative upgraded accommodation is built at Highwood with a modern flexible community building. It will also allow the community to come up with alternative proposals for the building in the meantime providing it is financially viable.

There had been considerable concerns expressed by many individuals and organisations but HDC are still listening to all concerns before making a decision.

The only possible future use of the site at this stage is for much needed affordable housing (20 flats) with ex-military personnel taking priority.

Concerns were raised over the amount of homes allocated for the Horsham area, (965 per year until 2036 as well as the duty to cooperate with Central Government which would increase to 1200 homes) and whether there is infrastructure in place to cater for such an amount. If the target is not met then the 5 year land supply is lost and the parish would be susceptible to adhoc, speculative development. Councillor Vickers advised that any development plan would have various impact assessments on areas such as environment and infrastructure as well as sustainability appraisals and that an Infrastructure Delivery Plan is being formulated alongside the Local Plan.

Councillor Stranks suggested there may be confusion for local residents over the Parish Council's Neighbourhood Plan and Horsham District's Local Plan as they are running simultaneously and that it should be raised with Horsham District Council to ensure a clear distinction.

12/20. To Receive from the following Committees; reports, note any delegated decisions taken and make any recommendations

F&GP Committee – updates including:

- Minutes of the Meeting held on the 18th December 2019

Councillor Scoon proposed approval of the above Minutes, seconded by Councillor Moore and **AGREED** unanimously.

Planning Committee – updates including:

<p>- Minutes of the Meeting held on the 4th December 2019 – <i>Approval subject to amendments</i></p> <p>Councillor Scoon proposed approval of the above Minutes with amendments, seconded by Councillor Moore and AGREED unanimously.</p> <p>- Minutes of the Meeting held on the 10th January 2020</p> <p>Councillor Moore proposed approval of the above Minutes, seconded by Councillor Scoon and AGREED unanimously.</p> <ul style="list-style-type: none"> - To Consider Councillor Neale to step down from the Planning Committee. - To Consider Councillor Stranks be appointed to the Planning Committee <p>This proposal was AGREED unanimously</p> <p>13/20. Beeson House – To Receive any updates</p> <ul style="list-style-type: none"> i) Leaking Roof <p>The Clerk informed the Council that the scaffolding had arrived but it had not been erected. However, the Clerk hoped that this would happen next week and advised that Horsham District Council were responsible for any issues related to health and safety.</p> <p>14/20. Standing Orders – Circulated prior to the Agenda After discussion, Councillor Cole proposed the amendments highlighted and to amend them to become gender non-specific, seconded by Councillor Vickers and AGREED unanimously.</p> <p>15/20. Financial Regulations – Consider and approve any amendments Councillor Moore proposed deferring this item until the next FPC on 18th March 2020, seconded by Councillor Scoon and AGREED unanimously.</p> <p>16/20. Southwater Leisure and Community Centre – receive any updates Councillor Neale informed the Council that the constitution for the new CIO was still being prepared following the solicitor’s recommendation to use the Foundation Model. The name of the CIO still needed to be agreed whereupon Councillor Watkins proposed naming the CIO ‘Southwater Gyhl CIO’ seconded by Councillor Neale and AGREED unanimously.</p> <p>Councillor Neale explained that the CIO required 7 trustees in total with at least 2 councillors (and a maximum of 4) with the remainder consisting of members of the public. A meeting had been arranged for 7th February with those members of the public interested.</p> <p>At the last meeting it was decided to adopt a 125 year licence for the leisure centre but this had been rejected by the Council’s Solicitor. Therefore, Councillor Neale proposed rescinding the previous motion of 125 year licence, he reported that both he and Councillor Watkins had submitted the request to rescind the previous decision in writing to the Clerk. This was seconded by Councillor Watkins and AGREED unanimously.</p> <p>A discussion ensued about new licence terms whereupon Councillor Neale proposed a 20 year renewable licence, seconded by Councillor Watkins and AGREED unanimously.</p> <p>Councillor Neale informed the Council that any proposal for a cafe needs to be ancillary to another service and not a standalone business. He provided an example of soft play which would also have a cafe.</p> <p>17/20. The Laurie Apted Building – to receive any updates</p> <p>The Laurie Apted Building will also be brought under management of the CIO.</p>	<p>Clerk</p> <p>RFO</p>
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<p>18/20. SPC Safeguarding Policy – To receive and consider and approve</p> <p>Councillor Lewis suggested one further amendment to include ‘finance’ in respect of vulnerable people and reiterated the importance of the policy and the Council’s legal obligations if there was an allegation of misconduct. Councillor Lewis explained that if an allegation was made then the Council must contact social services in the first instance. However, if the allegation was thought to pose immediate danger then the police must be contacted.</p> <p>After discussion Councillor Moore proposed adopting the Safeguarding Policy, seconded by Councillor Williams and AGREED unanimously</p> <p>19/20. Grant Policy wording - to receive any updates and approve</p> <p>This item was deferred to the next Council meeting</p> <p>20/20. Grant Application from Know Dementia – to receive and consider</p> <p>Councillor Cole declared a pecuniary interest and left the room.</p> <p>A grant application from Know Dementia for £500 was considered. After discussion, it transpired that Sporting Moments, which was part of Know Dementia, was based in Southwater and therefore Councillor Watkins proposed granting £500 specifically to Sporting Moments in Southwater only, seconded by Councillor Flores Moore and AGREED unanimously.</p> <p>21/20. Risk management Schedule – to receive and consider</p> <p>It was proposed by Councillor Scoon to approve the Risk Management Schedule, seconded by Councillor Moore and AGREED unanimously.</p> <p><i>The next item will be taken in confidential session due to the confidential nature of the business to be transacted. Councillors will be asked to consider a resolution to exclude members of the public and press in accordance with Section 1 (e) of Standing Orders (Meetings).</i></p> <p>22/20. HR Matters – Confidential meeting.</p> <p>23/20. DATE OF NEXT MEETING – 18th March 2020</p> <p>The meeting ended at 9.20pm</p>	<p>Clerk</p> <p>RFO</p> <p>Asst Clerk</p>
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