

Cowfold Parish Council

Minutes of the Ordinary Meeting held on Monday 13 November 2017 in the Village Hall

Present: Mr J Palling (JP) (Chairman) Mr C Collins (CC)
Mr S Clark (SC) Mrs M Cutbush (MC)
Mrs E Precious (EP) Mrs R Detnon (RD)
Mrs S Parsons (SP) Mrs J Wright (JW) (Clerk)
Mr J Hooper (JH)

Public: 3
Press: 0

Mr L Barnard – West Sussex County Councillor

Fay Revell – Youth Club Outline Proposal

1. Apologies

Apologies for absence were received from Mr T Clary, Mr J Chowen and Mr R Clarke.

Resignations were received from Mrs G Martin and Mr B Martin.

The Chairman closed the meeting.

Fay Revell presented an outline proposal to set up a Youth Club in Cowfold following a meeting she had with Dean Sweet who currently runs Forest Youth Wing in Horsham. Fay described the type of facility envisaged and an estimate of costs required for running such a facility. The Parish Council were in favour of pursuing this activity and requested a full proposal. Mr Chamberlin, who had experience of the youth club that was active in Cowfold some years ago, said that he would meet with Fay to discuss his experiences and assist with the details.

The Chairman resumed the meeting.

2. Approval of the Minutes

The Minutes of the meeting held on Monday 9 October 2017 were agreed by all as a true and correct record.

3. Declarations of Interest

There were no declarations of interest with regard to any item on the Agenda.

4. Matters Arising

Mrs Wright was awaiting information from WSCC legal department with regard to ownership of the land and cellar trap door at the side of the Co-op before producing a letter to be sent to WSCC Highways as requested by Mrs Knight.

(JW)

Mrs Precious passed the information on the location of the broken stile at the back of the churchyard to Mrs Wright in order for it to be reported to WSCC.

(JW)

The Shipley Parish Council Clerk had agreed to attend the December Council meeting to speak about Parish Mapping. Mrs Wright had also registered for the service and circulated the log in details to all Councillors.

The occupier of 53 Acorn Avenue had removed the gate that had been installed on the edge of the Kicking Field.

Mrs Wright had arranged for a sweeper to be sent out to clean the debris from the gutters and central reservations. They had cleaned the gutters and had been scheduled in to revisit to clean other areas.

An Extraordinary Parish Council meeting had been held on Wednesday 8 November 2017 to discuss the management of the new Community and Sports facility. Following discussion on the various tasks required to be undertaken, it was agreed that the Parish Council would initially take on the running of the facility and a small Committee was established to be chaired, at least for the first year, by Mrs Precious. The first Committee meeting will be held on Wednesday 29 November 2017.

The fence that had been damaged on the Kicking Field had been repaired.

Mrs Wright had asked the tree surgeon to inspect the trees in the Bowling Green area and was waiting for a quotation for any work required to be carried out.

5. The Public

Mr Chamberlin said that as Mrs Martin had resigned from the Parish Council a replacement Council representative would be required to attend Village Hall Management Committee meetings. As Mrs Precious already attended the meetings on behalf of the Horticultural Society, she agreed to double up the role for the time being.

Mr Berry said that a resident of Godmans Court would be celebrating their 100th Birthday shortly. Mrs Wright had been given the name of someone to contact to find out more about the resident. Mr Clark also agreed to contact the school to see if they would like to get involved in celebrating the occasion.

(JW/SC)

6. District Councillor Report

Nothing to report.

7. County Councillor Report

Mr Barnard reported on the following issues:

- Queen Alexandra Home visit
- Beechfield Secure Unit for Young People visit

- Public Libraries Update
- Networking Day at Thorney Island Army Base
- Judges Service meeting at Parham
- Public Protection/Children and Adults role.

Mr Barnard agreed to attend the meeting that had been arranged with Matt Davey to discuss Air Quality and traffic issues.

8. Correspondence

Clive Newman – Thanks to the Parish Council for offering the opportunity to install a silt trap at the new Community and Sports Facility and asking if it would be possible to install a plaque above the trap bearing a sponsor's company name. It was agreed to request more details of the sponsor before making the decision.

(JW)

HDC Planning Compliance Officer – Positive response to a request for investigation into the old Co-op listed building.

Horsham District Council – Call for Expressions of Interest in recruiting Neighbourhood Wardens. The Parish Council was not impressed with the idea of asking the residents to fund these wardens when any additional funds would be better invested in the wellbeing of the Community such as solving the problem of air pollution. It was agreed to write to HDC expressing the Parish Council's views on this subject.

(JW)

Lois Crouch – The Sussex Local Policing Model. Noted.

Mike Burt – Millennium Heritage Trail and its Plaques. The Parish Council could not identify any additional sites. Mrs Wright agreed to contact Mike for additional information.

(JW)

West Sussex Mediation Service – Request for donation. It was agreed to donate the usual amount of £25.00.

9. Accounts

Nothing to report.

10. Neighbourhood Planning Update

Mr Hooper said that questionnaires had been delivered to 820 dwellings and 220 responses had been received. He then tabled an initial analysis of the results. The next step was to advertise a call for sites and arrange a public meeting.

Mrs Wright confirmed that a £9,000.00 grant had been received to assist with the production of the plan.

11. Cowfold Air Quality Update

Mr Clark expressed concern regarding there being no planned date to hold a further Committee meeting.

12. Emergency Plan/Village Volunteers

As Mr Martin had resigned his position as Councillor it was agreed that this item be discussed at a meeting when more time was available.

13. Newsletter

Mrs Cutbush said that the winter edition of the newsletter was currently being printed.

14. Bus Questionnaire

Mrs Cutbush had produced a draft questionnaire which had been circulated to all Councillors. It was agreed to deliver the questionnaires throughout the village and ask the Co-op if a collection box could be sited somewhere in the store to collect responses.

15. Pavilion

Work was proceeding well. Any cost and time variances information would be available for the next meeting.

16. Representatives' Reports

Planning

Nothing to report.

Finance

Approval for payments was requested and agreed by all.

Mr Collins asked for suggestions to be sent to him for inclusion in the 2018/19 budget to be discussed at the Finance Committee meeting which would take place in December 2017.

(ALL)

Open Spaces

Mrs Precious expressed concern with regard to vehicles damaging the grass verges throughout the village. Mrs Wright said that if anyone is able to take a photo of offending vehicles showing their registration plates, she would forward them to Operation Crackdown.

(ALL/JBW)

Footpaths

Nothing to report.

Allotments

Nothing to report.

Roads & Transport

Nothing to report.

Streetlights

Nothing to report.

HALC

Nothing to report.

Village Hall

Nothing to report.

Website

Nothing to report.

CLC

Nothing to report.

The next meeting will be held on **Monday 11 December 2017**.

The meeting closed at 9.05 p.m.