

## Wisborough Green Parish Council

### Minutes of the Parish Council Meeting to be agreed on 16<sup>th</sup> February 2010

Date: Tuesday 19<sup>th</sup> January 2010

Present: Mr K Charman (KC) (Chairman), Mr M King (MK), Mr M Robinson (MR), Mr C Stride (CS)

Apologies: Mrs Y Boyd (YB), Mr J Donovan (JD), Mr A Jackson (AJ), Mr P Mahoney (PM),  
Mr N Parsons (NP)

In Attendance: Mrs L Davies, Clerk  
Mr C Duncton (County Councillor)

Members of Public: 2

The Chairman opened the meeting at 7.45 pm and welcomed all in attendance.

Action By

1. Apologies for Absence: Apologies were received and accepted from Mrs Boyd, Mr Donovan, Mr Jackson and Mr Parsons. Mr Mahoney's apologies were not received until after the meeting.
2. Declaration of Members' Interests: As a candidate, MK declared an interest in the election of members to the South Downs National Park Authority Board. No other interests were declared.
3. Minutes of the Last Meeting: The Minutes of the last meeting held on Tuesday 17<sup>th</sup> November 2009 and the Planning Committee meeting held on Tuesday 8<sup>th</sup> December 2009 were approved as a correct record and signed by the Chairman.
4. District/County Councillor Update: The District Councillor had sent his apologies.  
County Councillor
  - Mr Duncton commented on the recent snow conditions and the gritting undertaken by West Sussex County Council (WSSC). The A and B roads received reasonable attention, but WSSC was unable to cope with the C roads, which affected many parishes north of the Downs. Mr Duncton was investigating ideas to improve the situation, perhaps to involve farmers in the clearing of roads and storing and spreading of salt. The financial implications for this would need further investigation. Members agreed in principle to the scheme but would need to discuss funding implications when further details were known. Mr Duncton understood that rural bus routes were not a priority but would confirm. Some parishes had called for grit boxes, but in practice they were problematic; needed to be kept locked and therefore unlocked at the appropriate time, grit not used for intended purpose.
  - The weather conditions had again affected the road surface. WSSC had now allocated an additional £2 ¼ million to pothole repairs; it was hoped some reimbursement would be available from central government. Before the start of winter, WSSC was at the top of the national league for repairing primary routes.
  - The Local County Committee had recently appointed the Local Authority Governor for the primary school. The appointment had been accelerated due to the Head Teacher recruitment process.
  - The Cabinet Member for Schools would be visiting the school on 28<sup>th</sup> January at 10.30 am as an acknowledgement of the school's outstanding Ofsted inspection. This would be an ideal opportunity for a Parish Council member to discuss the all weather surface provision.
  - The County budget would be set next month. Due to central government restrictions, County's finances would again be difficult for next year. Should there be a change in government following the impending election, it was hoped that fairer funding would be introduced. Parishes were being encouraged to write to Members of Parliament.

PM

KC/Clerk

5. Public Questions: Mr Vit, Publican at the Cricketers Arms, attended the meeting to raise his concerns following the recent severe weather. Although elderly people in Wyatt House and Thornton Meadow had received help, he was aware that there were other vulnerable people in the village and felt that a more comprehensive list should be held or a buddying system introduced. He opened the public house to help the village, and was making plans to ensure that the public house could help again in the future. The other member of public had attended the meeting to hear discussion relating to the junior football and had no questions.

6. Matters Arising from the Parish Council Meeting on 17<sup>th</sup> November 2009:

- a. Emergency Plan: CS reported on the events of the recent heavy snow during which many homes lost electricity for over 48 hours. Residents awoke on Wednesday 6<sup>th</sup> January to heavy snow fall and loss of power. Many homes, reliant upon electric storage heaters, benefited from residue heat during the day and it was hoped that power would be restored. On Thursday morning it was reported that residents at Wyatt House were experiencing difficulties; communication problems in raising the management team, no means of heating and down to a last gas canister for heating drinks. It was decided that help should be taken to those in need, rather than encouraging out in treacherous conditions. It also became apparent that many people in Thornton Meadow required some assistance and as such, a door to door check was undertaken. With the help of local residents, 40 lunches were produced and delivered. Although the power was restored, a further meal was distributed on the Friday as many were short of food. At the time it was felt that residents in Butts Meadow had another form of heating but it had since become apparent that many fireplaces were removed. It appeared that many in need of help were cared for by neighbours or were moved from the village.

Members agreed that the interpretation of the plan was correct and that the action taken was right in the circumstances. The Emergency Plan had been prepared for a disaster situation based upon the previous experience of the great storm when the village was isolated. However, a weakness was highlighted; there was a need to identify and list those people considered vulnerable or to identify the houses that were solely reliant upon electricity so that help could be targeted more efficiently. After further discussion, the following was agreed:

- Review Emergency Plan and amend accordingly in light of recent events.
- Prepare article for February newsletter referring to guidance/self help information issued by CDC – appeal for more volunteers, identify households reliant on electricity who would potentially have a problem in extreme conditions.
- Establish communication tree for Parish Council members and a means to cascade information down to key players operating independently.
- Formalise how far into an emergency the Emergency Plan would be initiated.

CS/MR/KC

Members concluded discussion by extending their thanks and acknowledging the contribution made by many village services during a difficult time.

8.15 pm – Mr Vit and Mr Duncton left the meeting room.

- b. All-Weather Sports Surface: In the absence of PM, nothing to report.
- c. Kirdford Road Lay-by: A specification and plan had now been received from WSCC and had been circulated to members in advance of the meeting. An indication of cost had been supplied; to increase the size of the lay-by in Durbans Road would be approximately £12,500 and the creation of 2 lay-bys on the Green in Kirdford Road approximately £11,000 and £10,000. Some concerns about the drainage had been raised. It was agreed that prior to any further discussion, more accurate costings should be obtained. Clerk to obtain 3 quotations from local companies; broken down into the 3 sections to allow for a staggered approach, as well as the figure should all work be undertaken at once.

Clerk

To improve efficiency and allow the member of public to hear discussion earlier in the meeting, the Chairman proposed that the order of business be varied; the Junior Football to be discussed prior to other business. All were in favour.

- d. Junior Football on the Green: The Clerk had been made aware that the junior football practice held on the Green on most Saturday mornings was not affiliated to the Sports Association. As such, the use of the Green would need Parish Council approval and it was necessary to ensure that insurance and health and safety implications had been considered. The Clerk explained that the group met informally. It was a coaching session organised by a father on a voluntary basis, who was also a trained football coach. Between 40-60 youngsters regularly attended, aged between 3 and 11 years. Being an informal gathering, and not wanting to compete in matches, they wished to be independent of the Sports Association. Details were given of the consent form signed by all parents/guardians. A contribution of either £10 per child or £15 per family for the season was requested to enable equipment to be purchased.

Members were delighted that this coaching was available and wished to support the group. They gave formal permission for use of the Green, although requested that the coach be mindful of pitch conditions; the cricket outfield rather than the football pitch to be used if ground conditions were questionable.

Whilst it was agreed that the consent form should remove liability, the Parish Council was keen to support and it was agreed that the Clerk should check to ensure the Parish Council's insurance covered the activity. Agreement form to be issued to Mr Alan Ball, Football Coach.

Clerk

- e. Youth Group: A briefing paper had been circulated in advance of the meeting. MK gave a resume of the progress to date, stating that intervention by the Parish Council was required on two counts. The Parish Council had strived to get the group established for a number of years, and as such, he hoped that support would be forthcoming.

1. Additional financial support: Although the Fete Society had kindly donated £2000 to fund a Youth Worker, MK had prepared budget figures which detailed the potential costs for the first year. MK confirmed that WSCC was offering support and help, and rather than being a new group, it was hoped that the youngsters would see it as a transition from the Purple Bus to a new venue. To this end, the appointed Youth Leader would be working alongside the existing Purple Bus Team for a few weeks. Although the Clerk had approached the Village Hall Management Committee to discuss the Hall charges, this was a substantial cost in the budget figures. As such, members agreed to support the hire charges and increase the budget figure for support to £432, being potentially 6 months rental.

2. Establishment of the Management Committee: MK explained that it would be difficult to establish a committee in time for the opening and as such, he was proposing an interim arrangement whereby the Parish Council established a sub-committee for the first year of the club's existence. MK indicated that he would be willing to take a lead role on the committee but would appreciate assistance from other members. MR and the Clerk offered their help. JD to also be approached.

CS gave details of his involvement in a previous youth group and some of the challenges that he faced.

Clerk

- f. Newsletter: The Chairman and Clerk had met with the new publisher before Christmas. The newsletters displayed contained approximately 50% advertising, but had been well laid out and produced in a professional manner. The Clerk had written to those who had previously advertised in the newsletter to notify of the new arrangement with Eyelevel Publishing. A schedule for the year had now been received and the first newsletter would be distributed from 18<sup>th</sup> February, the text therefore being required by 28<sup>th</sup> January. The following items to be included:

- Emergency Plan Update (CS, MR, KC)
- Youth Group (MK)
- Guidelines for footpath use (WSCC)
- West Weald Landscape Project (Clerk)
- Ducks on pond and feeding (Clerk)
- Dog fouling – Butts Meadow and Carters Way (Clerk)
- Recycling Bins at Village Hall – rubbish being left (Clerk)
- Advert for Annual Parish Meeting (Clerk)

Due to the publication date, the Annual Parish Meeting (Thursday 22<sup>nd</sup> April 2010) would need to be advertised, although a reminder would be included in the Parish magazine. As such, the format of the evening and whether a speaker would be of interest was discussed. Members agreed to a

speaker and it was suggested that Mr Rich Howarth, Manager for the West Weald Landscape Project be invited. Wisborough Green was within the area and the project's recent launch highlighted the area as being an internationally important natural environment. The Chairman and Clerk had seen Mr Howarth at a previous meeting and the information provided was fascinating.

Clerk

- g. Litter Warden: One application had been received following the advertisement in the Parish Magazine. Although in principle she would like to undertake the work, the applicant had been unhappy with the hourly rate – 4 hours per week at £6.00 per hour. She had therefore made a proposal to the Council to undertake the work, as well as tree and Green inspections, for £130 per month. She was also unable to work for one month during the summer.

After discussion, members agreed that the following should be offered:

- To cover the Conservation area and not just the Green (excluding the churchyard).
- £1400 annual contract, to be reviewed at 6 months. Council to be invoiced monthly.
- Having a month's leave during the summer when the Green was heavily used would potentially create a problem, therefore cover to be provided during absence. Any break over a week to be notified to the Clerk and cover confirmed.

Clerk

- h. Village Sign Policy: Following discussion at the last meeting, CS had incorporated comments and circulated a revised Policy. He reiterated the problems that were encountered and the recommendations that had been discussed. He hoped that the Policy now addressed the temporary trade/event signs. After some discussion, members agreed to adopt the Policy as presented. Clerk to advise local businesses and organisations accordingly and display the notice on the Parish Council notice boards. The provision of a further village sign in the village centre was discussed. Although a good idea, it was agreed that due to financial constraints, it could not be considered at the present time. Members agreed that all 'fly posting' should be removed.

Clerk

- i. South Downs National Park Authority Board: MK and the Clerk attended the Hustings at Arundel last Friday. Details of the candidates had been circulated to all. MK confirmed that he still wished to receive Council support, and after discussion, it was agreed that Mr King and Mr Aylesbury would receive the Parish Council's vote. Clerk to complete the necessary voting slip and return to SALC.

Clerk

- j. Clerk's Report on On-Going Matters:

- Highway Update: The Clerk met with the Highways Officer and Mr John Newman, Chairman of the Sports Association, to discuss the drains around the Pavilion building. Other problem drains in School Road, Butts Meadow and at Brook Bridge were also inspected. The jetting team had been due to visit on 6<sup>th</sup> January, but due to the snow conditions, the work had been postponed. A further date to be organised. The granite sets in School Road would also be repaired.

- Bench Repairs: The retired village carpenter had agreed to undertake the work, although the Clerk had not discussed further with him. If he was unable to complete all, another carpenter had expressed an interest, at a charge £15 per hour.

Clerk

- Recycling Area: A warning sign had now been installed and Mr Preston-Jones (Village Hall Management Committee) had spoken to the contractors to ensure that containers were pushed well inside the area with brakes applied. Having spoken to CDC, the Clerk was aware of possible changes to the recycling and would therefore not arrange for the area to be delineated until confirmed.

- Fingerpost Sign, Skiff Lane: Although the Clerk had obtained a new arm and lettering for the sign, on closer inspection it appeared that the bracket would need replacing. The Clerk would therefore obtain a quotation. Information had just been received regarding some grant funding for fingerpost signs; the Clerk would investigate further.

Clerk

- General Village Maintenance: Flooding outside the White House in School Road had been reported. Although the drain would be jetted by WSCC, the outfall was blocked due to sediment build up in the bottom of the ditch. The Highways Manager had suggested that the ditches around the junction were hand dug to increase the depth and fall to aid flow.

There were a few posts around the village that needed replacing.

The Clerk's husband had previously been used to undertake various village maintenance issues and as such, the Clerk was authorised to arrange this work with him.

Clerk

The ruts left by the emergency generators by the village sign would also need repair when ground conditions permitted.

Clerk

7. New Items for Discussion

a. Objectives for 2010: The Chairman questioned whether the Council should be setting objectives for the year. Some would be achieved, others would be dismissed after further investigation, but it would allow the Parish Council to measure achievement and report accordingly at the Annual Parish Meeting. The Chairman agreed to draft ideas for circulation and further discussion at the next meeting.

KC

b. Chichester District Council's Core Strategy - Focus on Strategic Growth Options: Details of the consultation had been circulated to all in advance of the meeting. The current document concentrated on strategic sites which would support more than 500 houses and as such, there was no mention of Wisborough Green. Smaller sites would be included in more detail in the Core Strategy which would be developed further during 2010. Having read the document, MK confirmed that CDC acknowledged possible development at Adversane and Billingshurst. Should development also occur at Petworth, Wisborough Green could be adversely affected. There appeared to be little joined up thinking between the District Councils. As such, it was agreed that the Council should respond in a similar vane to the letter sent to Horsham District Council. KC and the Clerk to prepare.

KC/Clerk

c. WSCC Local Transport Plan 3: The document had been discussed at the recent North East Parishes Forum meeting at which the Chairman had been present. Having previously discussed transport provision which highlighted concerns, it was agreed that the Council should submit comments. The clerk would collate members' ratings and collate the Council's response.

Clerk

d. Balloon Club: A request had been received from the Balloon Club of Wisborough Green to hold their annual Charity Balloon Lift Off on the Green on Friday 10<sup>th</sup>, Saturday 11<sup>th</sup> and Sunday 12<sup>th</sup> September 2010. The flights would take place from dawn to 9.00 am and 4 .00 pm until dusk. Members had no objection. However, the traffic would again need to be managed as previously. The Clerk had also received concerns about verge parking in School Road. Fortunately the ground had been dry, but in wet conditions considerable damage would have occurred; members agreed that this would also need to be addressed with 'no parking signs'. Clerk to send agreement form and advise accordingly.

Clerk

e. Marquee for August Bank Holiday Show: The Horticultural Society had obtained one quotation for the supply of the marquee for the Bank Holiday event; Lewis Marquees Ltd (the previous provider) had held their price at £2045.80. The Horticultural Society was very happy with the quality of the marquee and service previously provided by Lewis Marquees and felt that further quotations would not better the charge or service provided. Lewis Marquees were also happy to erect the marquee earlier, at no additional charge, should it be required for the Cricket Club event. The clerk confirmed that the Parish Council was reimbursed by the Horticultural Society. Member also agreed use of the Green for the Horticultural Show. Clerk to issue agreement.

Clerk

f. Grass Cutting Contract for 2010: The Clerk had obtained two quotations based upon the same specification. Howards Garden Care was the most competitive quotation and had also reviewed their initial quote and reduced the increase to 2% on last year. Members agreed that it was desirable to support a local company and as such, instructed the Clerk to accept the terms.

Clerk

8. Correspondence: Details of correspondence received since 18<sup>th</sup> November 2009 was distributed prior and at the meeting. The Clerk highlighted details as necessary.

- CDC had written to update on removal of telephone boxes. It had made a response to BT and where objecting, they were objecting to the removal of telephony, expecting BT to retain ownership, liability and responsibility for maintaining a telephone service. CDC agreed to removal of the Newpound box but was objecting to the removal of the village box.

- CDC – the LDF Statement of Community Involvement was adopted by CDC on 24<sup>th</sup> November 2009.
- Ben Rainbow, WSCC Ranger – due to concerns raised about notable verges in Fittleworth Road (visibility at Crimbourne Lane junction and bracken) he had agreed to assess in the spring.
- WSCC – Rights of Way Routine Maintenance undertaken in the Autumn: 40m vegetation clearance, 3 new way markers, 1 repaired way marker, 1 repaired stile, 1 repaired bridge. In current programme, will return to Parish in 9 months.
- Details of Rural Health & Well-being Workshops and training for the new web based Community Led Parish Plans Database. The Clerk would attend the database training at Lodsworth on 2<sup>nd</sup> March at 10 am. Councillors were welcome. Clerk
- West Weald Landscape Project – details of project – to be included in future newsletter. Details forwarded to MK. Clerk
- WSCC – Infrastructure works programme for 2010 and forward programme for 2011 – no work planned for Wisborough Green.
- CDC had appointed consultants to undertake the preparation of Conservation Area Character Appraisals and review the boundaries of the conservation area. KC/Clerk  
KC and the Clerk agreed to meet with them on Friday 26<sup>th</sup> February at 10 am.
- Copy of email sent by Parish Council complaining about WSCC not gritting side roads. Apparently Parish Councils could make an approach re obtaining roadside salt bins for individuals to use but question then about liability.
- West Weald Landscape Project – first newsletter. Circulated to all.
- CDC – driver of textile recycling bin reported the village hall car park was breaking up possibly due to cold weather. Clerk
- Peter & Fay Purnell – expressing thanks for thoughtful provision of hot food – greatly appreciated.
- CDC – press release; 5 new eco friendly bungalows, featuring grass roofs, solar panels and leading hearting technology, had been completed and handed over to residents. CDC had £3 million to deliver affordable housing within the district but land was required.
- CDC – Council Tax setting – Total tax base for WG was 755.4
- CDC – Provider of textile recycling has changed to a different contactor – new recycling bin at Village Hall will be provided. Mr Preston-Jones advised.
- Resident concerned about standing water on pavement opposite Park Cottage. Clerk written to explain that jetting team was due to visit village there were currently drainage problems. Also, possible plans to create lay-by in this area which would address the problem. Review after jetting team's visit. Clerk  
Also standing water by pedestrian crossing and by shop. Had written to Highways. Clerk to follow up with Highways Manager when he visits re drains.
- Residents at Wyatt House – heartfelt letter of thanks to everyone who played a part in getting the hot food to them.
- Resident in 'The Long Croft' asking that PC 'prods' CDC firmly re sign. Another ambulance incident of having to wave flash lights on the main road. Clerk contacted CDC. Sign had been made and installation would be given priority.
- St Peter ad Vincula PCC had written to the council to highlight their increasing costs to maintain the clock and churchyard. A request had been made to increase next year's donation to £1500 rather than £1000. The letter was circulated. Clerk  
Members were grateful to receive details of the expenses in support of the application. The PCC to be advised that the church could expect the budgeted figure of £1000 and that the increase in donation would be considered further at the next meeting.

10.10 pm – AJ entered the meeting room and declared no interest.

9. Finance:

- a. Accounts for Payment: The Clerk circulated the Cheque List for January, which was approved.

<b>Cheque Number</b>	<b>Total</b>	<b>Details</b>
2273	23.11.09 28.75	Scruples Signs & Designs – recycling warning sign
2274	30.11.09 107.71	British Telecommunications plc – broadband & telephone charge
2275	30.11.09 100.00	St Peter ad Vincula PCC – donation for distribution of newsletters
2276	02.12.09 118.27	Adprint – printing of Parish Council newsletter
2277	02.12.09 264.39	Chubb Fire Ltd – new fire extinguisher for Village Hall

Retrospective approval for the above.

2278	833.09	WSCC – clerk's salary for November
2279	275.00	K Twelvetrees – pollarding of pond willows
2280	10.34	A Jackson – payment to 1&1 Internet Ltd for yearly domain charge
2281	200.00	Mrs J E Miles – litter warden for November and December
2282	90.00	Our House Inns Ltd – installation of electrical socket at Three Crowns to allow electricity source for Christmas tree lights
2283	120.00	M A Fuller – supply and delivery of village Christmas tree
2284	30.00	Great Ormond Street Hospital – donation requested by M A Fuller for Christmas tree
2285	285.64	CDC – rental and emptying of 1100 ltr bins for Pavilion and V Hall
2286	833.09	WSCC – clerk's salary for December
2287	313.88	W G Village Hall – insurance payment for The Old Workhouse flat
2288	131.66	Mrs L N Davies – Land registry fee, electrical fixings for Christmas tree, ink cartridges, diary, paper and postage
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	3741.82	

Cheques dated 19<sup>th</sup> January 2010 unless otherwise stated.

The Clerk highlighted the payment to Our House Inns Ltd. This was for the installation of an outdoor electrical socket at The Three Crowns which was necessary to provide the electricity supply for the Christmas tree. The previous arrangement of leaving a wire through an open window as not acceptable to the publican's insurance company. There would be no further charge for the use of electricity.

- b. Statement of Accounts: The Clerk circulated details of the actual year to date figures against budget. The clerk noted an error and would re-issue the document by email. Clerk
- c. Budget and Precept Request for 2010/2011: A further draft budget had been circulated in advance of the meeting. The figures were reviewed and adjustments made to the Litter Warden and Youth Group figures. After amendment, members adopted the budget for 2010/2011 and agreed that the Precept request for 2010/2011 should be £32,000. The Precept had been set at £31,000 for last three years. Clerk to advise CDC. Clerk

10. Planning

- a. Planning Applications: The following applications were reviewed. Details of the applications and plans had been circulated in advance of the meeting.

<b>Application No:</b>	<b>Application and Reason</b>
WR/09/04661/FUL	Mr James Young Smale Farm Newpound Wisborough Green Billingshurst Erection of garage and farm office building following demolition of poultry shed and nissen hut. <u>No Objection</u>
WR/09/04998/TCA	Mrs Ann Lewis Springfield The Luth Wisborough Green Billingshurst Notification of intention to fell 1no. Elaeagnus. <u>No Objection</u>
WR/09/04629/FUL	Mr D Mitchell The Old Wharf Newpound Wisborough Green Billingshurst Construction of clay flood protection bund measuring 550m in length. <u>No Objection but with conditions and comments</u> The Parish Council understands the need to provide flood defence, but is concerned about the loss of local amenity associated with the restoration of the canal. We request that the bund is maintained with vegetation covering appropriate to local flora.

- b. Chichester District Council Planning Decisions: The following was noted:

<b>Application No:</b>	<b>Application and Reason</b>	<b>Decision</b>
WR/09/04333/DOM	Mr J Woodley Lughurst Burdocks Fittleworth Road Proposed two storey extension, alterations and conservatory.	Permit
WR/09/04334/LBC	Mr J Woodley Lughurst Burdocks Fittleworth Road Proposed two storey extension, alterations and conservatory.	Permit
WR/09/03710/DOM	Mr and Mrs True 3 Carters Way Wisborough Green Extension to rear at first floor level above existing flat-roofed extension.	Permit

11. Other Reports

- a. Village Hall: The Chairman attended the Village Hall's Annual General Meeting on 30<sup>th</sup> November 2009. A thorough financial report had been presented which confirmed that the Parish Council's anticipated expenditure and provision was in line with the Management Committee's plans for repairs and renewals. The Clerk had a copy of the full report which was available on request.

Various areas of the Village Hall had recently been decorated, new lighting installed in the committee room and the gent's toilets refurbished, totalling £4000.

The Clerk wrote to Willards Electricals on 30<sup>th</sup> October 2009 and no response had been received to date. She had sent a further letter, which was copied to the finance company.

- b. Workhouse:- The Clerk had been unable to progress the Mortuary Wall repairs. She would arrange to meet Mr Pinkham, Church Warden, who was liaising with the consultant. It had been implied that repair to the old Mortuary was integral to the wall repairs; grant funding might need to be sought.

Clerk

A CDC Planning Officer had called at the Old Workhouse earlier in the day regarding the windows. The Clerk would contact CDC.

Mrs Stewart had reported that her brick path was breaking up, possibly due to the recent weather. The steps into the garden were also being regularly hit by cars. The Clerk would inspect.

Clerk

- c. Allotments:- A request had been received for the erection of a shed on allotment 10. Members had no objection. Two allotments had recently been re-allocated; there were currently two on the waiting list.

- d. Pavilion:- Nothing to report.

- e. Green Co-ordination Group: MR asked about the recent sewage leak and whether any further action was required. MK confirmed that the drain had been cleared within the hour and the advice from Southern Water was to cordon off the area and leave for at least 48 hours. Being cold, there was no health concern; the sewage was diluted and would naturally breakdown. Contractors had since been noted clearing the foul water drains in the area.

At the last meeting, Mr Newman had highlighted the Cricket Club's plans to improve the surface of the cricket practice pad. The Clerk had written to request details of the plans before any work was undertaken.

- f. Neighbourhood Watch: Nationally there were people posing as police officers and then requesting bank details. The police had confirmed that they would never request such information. Prior to Christmas, a wrought iron gate had been stolen from a central village property. Property owners were advised that gates should be securely bolted on.

- g. Footpath Group: MK reported that a new Footpath section had been created on the website.

- h. North East Parishes Forum on 3<sup>rd</sup> December 2009: The Chairman attended the meeting. The budgets for WSCC and CDC had been presented; both were tight with cost cutting measures in place. Other topics discussed were the Local Transport Plan, Local Strategic Partnership, rural housing for young people, speed on rural roads and the delay with the implementation of the Civil Parking Enforcement. The minutes of the meeting and supporting documentation had now been circulated to members.

The Chairman had also completed a questionnaire on the value of the meetings.

## 12. Any Other Business

- a. The Clerk had now been advised that CDC was intending to produce a mapping service similar to the one on offer from Parish Online. Due to the possible delay, members agreed to proceed with Parish Online – the £20 per year fee was minimal for the potential use and advantages.

Clerk

- b. It had been noted that The Three Crowns wheelie bins were often left on the pavement. It was agreed that the owners should be asked to leave in the car park at the front of the building. The bins were also left out for a week or more after the New Year period. Again, the owners to be notified and asked to remove bins as soon as possible after emptying.

Clerk

- c. AJ had attended CDC's Annual Meeting with Parishes earlier in the evening. He gave a brief report on the points discussed:

- The Local Development Framework Core Strategy: Focus on Strategic Growth Options: an informal consultation to seek views as to where CDC should consider larger development. More details and formal consultation in the summer.
  - Review of governance and community accountability: discussing the role of District Councillors.
  - Enforcement Strategy: CDC had recently implemented a review to assess performance. More enforcement officers had now been recruited and were able to deal with urgent issues more promptly.
  - Question and answer session: Broadband in rural areas was raised.
- d. NP had made a plea to members, via the Chairman, to only copy emails to each other if necessary. He was currently experiencing 'email overload' and was anxious that he would overlook important information.
- e. The Chairman had prepared a generator instruction sheet for future use.

ALL

13. Date of Next Meeting:

Planning Committee Meetings on Tuesday 2<sup>nd</sup> February 2010 at 8.00 pm, if required.  
Parish Council Meeting on Tuesday 16<sup>th</sup> February 2010 at 7.45 pm.

There being no further business, the meeting was closed at 10.45 pm.

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Chairman

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Date