

Wisborough Green Parish Council

Draft Minutes of the Parish Council Meeting to be agreed on 17th May 2011

Date: Tuesday 19th April 2011

Present: Mr K Charman (Chairman), Mr J Donovan (JD), Mr R Hamilton (RH), Mr A Jackson (AJ), Mr M King (MK), Mr N Parsons (NP)

Apologies: Mr R Bowes (RB), Mr P Mahoney (PM)

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

Members of Public: 1

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 Mr Bowes and Mr Mahoney.

2. Declaration of Members' Interests: RH, as Vice-President of the Cricket Club, and AJ, as Chairman of the Fete Society, both declared an interest in item 6d. Being involved in the Youth Club, MK and JD declared an interest in the donation, item 9b. No other interests were declared.

3. Minutes of the Last Meeting: The Minutes of the last meeting held on Tuesday 15th March 2011 were approved as a correct record and signed by the Chairman.

4. District/County Councillor Update:

District Councillor:

- The implications of the Localism Bill were being considered. Although encouraging community responsibility, the forthcoming Parish Council elections demonstrated some apathy in Parishes which would need to be overcome. Further information and publicity would be undertaken after the elections, although a better understanding of the Bill would not be known until published in the autumn. It would be difficult for many of the services currently offered by CDC to be undertaken by Parishes but some out sourcing would occur.
- CDC was aware of the challenges ahead in the new financial year. With public sector funding reductions coming into force, services would be stopped or reduced. CDC was very aware of the impact on the community through the reduction in some services provided by others and was working hard to balance their own budgets and show how to deliver services in years to come. It was possible that some local information and help would be lost and would continue to monitor the situation and react accordingly; encouraging new contacts and links where required.
- Latest figures from the Office of National Statistics showed that unemployment in West Sussex rose in February; an increase of 273 claimants across the county, 79 coming within the Chichester District. However, Chichester remained the third lowest in the county with the unemployment rate at 2.2%. West Sussex was 2.5% as a whole with the UK average at 3.7%.
- With regarding to housing, in February the number of homeless applications was 23, 38 households approached the Council for advice and 163 new housing register applications were made. Of the 4730 on the housing register, 74 were in Band A, 254 in Band B, 1895 in Band C and 2507 in Band D.
- From 2008 to 2011, 423 new affordable homes were built in the District.
- Due to the pressure on housing, various schemes had been introduced. There were now 105 accredited properties in the district; accreditation was the recognition that a landlord had

voluntarily complied with standards set by Chichester and Arun District Councils regarding the condition and management of their properties which helped to raise the standard of private sector rented housing. This allowed homeless people to be accommodated in private rented housing rather than affordable homes.

County Councillor:

- Mr Duncton expressed his personal concerns regarding the Localism Bill and the apathy being shown at Parish Council elections which contradicted the ethos of the Bill.
- The Clerk had forwarded details of various Highways works and an update had now been provided.
- It appeared that the breaking up of the road surface in Durbans Road was a general problem across the County. Assurances had been received from Mr Steve Johnson, WSCC Highways, that the contractor would be re-tar and chip all affected roads.
- The Winter Management Plan Review meeting had been organised for Wednesday 18th May at 7 pm in Lurgashall Village Hall. The Chairman confirmed that he would attend.
- The Parish footpaths would shortly be inspected by the Rights of Way Rangers.
- There was still concern regarding day care provision in the County; a considerable demonstration was being planned at the next County Council meeting with a petition of over 7000 signatures to put to the Cabinet Member. It was the borderline cases which might have potential problems.
- As a regular cyclist, Mr Duncton felt that in general, the rural roads had improved considerably over the last 3-4 years; he now received fewer complaints from Parishes.
- Mr Duncton extended his apologies for possibly being unable to attend the Annual Parish Meeting on Thursday. Members expressed their thanks to Mr Duncton for his continued support.

KC

5. Public Questions: There were no questions.

6. Matters Arising from the Parish Council Meeting on 15th March 2011 and update on on-going enquiries:

- a. Parish Council Election and Future Membership: CDC had now confirmed that KC, RH, AJ, MK and PM had been re-elected uncontested. This left 4 spaces which would need to be filled by co-option within 45 days of 5th May 2011 otherwise a further election would be required and expenses incurred. Expressions of interest had been received from Mrs Sheena Overington and Mr Craig Vit. Having intended to resign, JD confirmed that he was also willing to be co-opted. MK had received a further expression of interest although, having recently moved to the village, the candidate would be unable to be fully involved until the autumn. This arrangement was considered acceptable, although the candidate would need to attend and be co-opted at the May meeting. MK agreed to obtain a resume to be circulated prior to the May meeting. Information would also be included in the next newsletter which could generate further support. NP also offered his support in the short term to avoid a further election.
- b. Parish Action Plan/Community Led Plan: The Working Group had now met to consider the steps involved in the previous plan. MK explained that he and KC had a productive meeting with Mr Josef Ransley who had led the Kirdford CLP Steering Group. Kirdford was about a year ahead in the process and the meeting gave a valuable insight. The Group was currently assimilating information with a view to further discussion when the new Council had been established.
- c. Affordable Housing: In the absence of PM, the Clerk confirmed that a meeting had been arranged for the Working Group to meet with Mr Sam Irving, CDC's Rural Housing Enabler, for Wednesday 11th May at 7.30 pm. In addition, the Council had been contacted by Ms Karen Harris, Rural Development Worker for Hyde Plus. It was agreed that Ms Harris would be invited to make a presentation at the Parish Council meeting on 21st June 2011 as an information gathering exercise for the Parish Council.
- d. Improvements to Junior Cricket Facilities: KC and RH had met on The Green with Mr John Newman (Chairman of the Sports Association), Mr Tim McMath (Chairman of the Cricket Club) and Mr Ken Vickery to discuss the proposal to install an artificial wicket for use by the Colts. Due to safety concerns regarding position on the Durbans Road side, the Cricket Club proposed that the wicket be located on the Western Road side. Although 3 metres wide, it would encroach into the Green by 2 metres, one metre would be included in the current square, although it would be longer

Clerk

than the existing square. It was artificial grass laid on a holding base which would be unobtrusive. Photographs were displayed and explanation given to the number of wickets incorporated in the current square and why the artificial wicket could not be fully incorporated into the existing cordoned off area. It was noted by members that outside both sides of the existing cordoned off square, further wickets had been mown. In addition it was noted that an area on the south east corner was mown and being used as a junior practice area; this rationale was questioned in view of the close proximity to the A272. Members noted that the cordoned off area was historically recognised as an area not for general recreation. By locating outside this area, the Cricket Club would need to acknowledge that the surface would be available for use by the general public. Concern was also expressed that locating partially outside the square would impact upon other users and could be damaged, ie, school fayre, location of fete swingboats and annual fair. Members questioned why the surface could not be accommodated within the square which would then allow sufficient space for adults to also use the surface; locating on the Western Road side would prevent use by adults due to potential damage to properties. In the longer term, the demographic of the players might change and use by adults desirable. After some discussion, it was agreed that:

- Members were delighted that the Cricket Club was well supported and in principle, was keen to support the proposal. However, members agreed that further discussion with the Cricket Club was warranted prior to any decision being made.
- The Green must be preserved for public use and that no further enclosure was possible, therefore any surface outside the existing square would be for public use; the current cordoned off area could not be enlarged.
- To propose to the Cricket Club that the artificial surface be laid within the existing square which would allow use by all ages, limit damage by other Green users and retain for Cricket Club use only. By doing so, the artificial surface would also be available for adult use as locating on the Western Road side would limit use to Colts only. The Parish Council would permit the square to be temporarily enlarged by mowing on either side as required although the areas could not be enclosed.
- Clerk to prepare a letter to be emailed to all members for comment prior to sending to the Cricket Club. To incorporate concerns regarding mown practice area by A272.

Clerk/All

The possibility of installing permanent cage practice nets was also discussed. The presented proposal was a large structure which would be locked and closed to members of the public. It was an unsightly and undesirable structure which would not be permitted by the Enclosure Act. The Cricket Club would therefore investigate removable structures which would be less intrusive.

- e. Litter Bin Review: The Clerk had been asked to investigate an alternative provider to CDC or review the current collection schedule to make some cost savings. CDC had advised that it was unable to operate a winter and summer schedule and suggested that some litter bins be removed as the village had an excessive number. The Clerk had been recommended Trade Waste which was currently used by the Kirdford Community Shop but they were unable to help. A plan of the existing bins was displayed and it was agreed that 6 should be removed. The one immediately outside the Cricketers Arms could be retained but emptied by the public house. Clerk to also ascertain if CDC would be willing to empty a bin in the lay by at Hughes Hill; there was an on-going littering and fly tipping problem here and weekly attendance by CDC might be desirable. Members agreed that the decision and action be delegated to the Clerk and understood that some cost would be involved in the removal of the bins. It was agreed that if a littering problem became apparent, increasing the size of strategic bins might be more cost effective.

Clerk

8.35 pm - Mr Duncton and Mrs Graves left the meeting room. Thanks extended to Mrs Graves for her help and support over the past year.

- f. Western Road Access Sign: A quotation had been obtained from CDC's sign contractor. To replace as per the existing sign in size, material and design would cost £127.00 plus vat. The Clerk would try to obtain a further quotation from WSCC's contractor but members agreed that a replacement sign should be ordered and authorised the expenditure.
- g. Christmas Tree: As reported at the last meeting, the Clerk had sourced a large Christmas tree which could be planted removing the need to erect a temporary tree each year; no further suppliers had been found. Explanation was given to the size and costs involved. Members agreed that if a

Clerk

tree could be purchased and the costs recouped over a 5 year period it would be a sustainable solution. The Parish Council currently paid £150 although over £200 had been paid in the past. It was agreed that a 3.5 metre tree should be obtained at a cost of £554.15 plus £181 for delivery and planting in the autumn.

Clerk

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

- Highways Update: With Mr Duncton's help, the Clerk had now received a progress report for the various outstanding items. She would review and report back as required. Members noted that although Durbans Road had been swept there was still an accumulation of gravel at the entrance to Newpound Lane. Clerk to notify Highways.

Clerk

- Playground Update: A further quotation had now been received. The Clerk would now chase the remaining two providers. There were a number of maintenance issues which would need to be addressed if a refurbishment was not undertaken. Further details at the next meeting.

Clerk

- Scout Hut Lease and Land Registration: The Solicitors had confirmed that there was sufficient evidence in respect of the freehold of the land which would allow for a Statement of Truth to be prepared and submitted to Land Registry. With regard to the Lease, sufficient detail had been recorded which would allow the arrangement to be formalised.

Clerk

- Annual Parish Meeting: Members were reminded that the meeting would be held on Thursday 21st April starting at 8.00 pm; the agenda had been circulated. Being the start of Easter and coinciding with a church service, a large attendance was not anticipated. Members were happy with the Annual Report which had been circulated for comment. Both candidates for the CDC election had been invited to attend.

- Pavilion Drainage Issues: Exploratory work was still required. Mr Henry Whitby, Tree Officer at CDC, had confirmed that vegetation around the Park Cottage ditch could be cleared in the Conservation Area without consents due to size and type of vegetation.

7. New Items for Discussion

a. Royal Wedding Celebrations: At the last meeting the Parish Council agreed to the use of the Green for a Royal Wedding Celebration. The organisers had written to ask if the Parish Council would cover the insurance costs totally £210 which would cover the event for up to £1000 people. Although there would be cake sales on the day, there was concern that any shortfall would fall to the organisers. Members were delighted that an event was being organised and agreed to cover the whole cost.

The Risk Assessment had been submitted and circulated to members. The absence of First Aid provision had been noted. As a trained first aider, MK offered his help.

Clerk

b. Cricketers Arms – request to use The Green next to the Public House for Royal Wedding Celebrations: Members were again delighted that the Cricketers Arms was organising an event and agreed to the use of The Green for a bouncy castle. Mr Vit to advise neighbouring residents and prepare a Risk Assessment. Agreement form to be issued and returned with a copy of the Public Liability Insurance Certificate.

Clerk

c. Edge of Green Repair on Western Road: During an inspection of the Green, RH and KC noted erosion and wear on the Green edge along Western Road. It was agreed that repairs should be undertaken by Active Grounds Maintenance when the end of season repairs were undertaken. A verbal quotation of approximately £200 had been received and was accepted by members.

Mr Newman, Chairman of the Sports Association, had advised that the work to the Green would be undertaken this week and that the Sports Association would reimburse the Parish Council with the balance of £1170.

Clerk

d. Inter Parish Cooperation: Mr Josef Ransley, of Kirdford Parish Council and the Kirdford CLP Steering Group, had raised the possibility of inter parish cooperation with Kirdford, Loxwood, Plaistow and Wisborough Green. Being in the same geographic, many of the issues in one parish

were reflected in others and an occasional meeting to discuss concerns could potentially be of benefit to all. For example, the possibility of changes to the rural bus service or joint purchase of a Speed Indication Device for use within the cluster of villages. Members were in principle supportive and understood the merits if correctly established and managed. It was agreed that KC would be the representative in the interim but this would be reviewed when the new Council had been formed.

KC

MK explained that at the Localism Event in Henfield the clustering of parishes and the delegating of service provision had been raised. WSCC was undertaking a pilot study initially involving 4 groups which would be extended to 15. WSCC had already been contacted to ascertain if this new local cluster could be involved.

- e. Insurance Review: Unfortunately the renewal details were not received in time to circulate prior to the meeting. To be discussed at the next meeting.

Clerk

8. Correspondence: Details of correspondence received since 16th March 2011 was distributed prior and at the meeting. The Clerk highlighted details as follows:

- WSCC – Rights of Way Service – confirmation that inspections will continue on a 9 monthly basis and will also include rights of way in the National Park. Mary-Ann Edwards continues as Access Ranger and will liaise directly with Parish Council. Concerns can be reported directly to the team. Details included in the next newsletter.
- SALC – Winter Management Plan survey on behalf of WSCC. Details forward to RB/KC. Subsequently received notification that a review meeting will be held at Lurgashall on 18th May at 7.00 pm. RB and KC to attend.
- CDC – next North East Parishes Meeting to be held on Thursday 16th June from 6.30 pm in the Scout Hut at Wisborough Green.
- Victim Support – letter of thanks for donation.
- Kevin Twelvetrees – advising that proposed work to tree at Cleve Cottage was the incorrect management and could lead to problems in the future. Received after permission was granted by CDC.
- SALC – Spring Newsletter – circulated to all.
- Warden at Wyatt House – residents had been concerned that on a Wednesday evening parked cars had restricted access to Wyatt Close. One car felt the gap was too small to proceed. Information forwarded to John Newman, Sports Association, for action (details forwarded to Football Club Chairman).
- Lionel Barnard, WSCC – thanking for email re Bus Service Review “No decisions have been taken on any subsidised bus route as yet. The matter is somewhat complicated with the Concessionary Fares issues but commercially viable routes should not be unduly affected. I have passed your comments to the Cabinet Member Task Force Chairman on bus routes for his consideration. We are currently working on solutions that would involve community bus services and combining as many as possible into a hub system.”
- SALC - The next meeting of representatives with the Chief Constable will take place in May. This meeting will focus on "Project 2015". Also be able to discuss any strategic questions or matters that have not been resolved locally. Details to be notified by 11th May 2011 at the latest.
- WSCC – following review of mobile library services, confirmation that library will still visit village for 20 minutes fortnightly.
- Richard Speller, WSCC Highways – Winter Management Plan – advising Parishes to consider this past winter and review plan for 2011/12 winter.
- West Weald Landscape Project – latest newsletter which contains details of Wisborough Green. Circulated to all and put on website.
- CDC – press release announcing launch of new hygiene rating scheme. Details circulated and information to be included in next newsletter.

- Fishers Farm – statement from Tim Rollings regarding serious accident in August 2008. CDC instigated criminal proceedings against Fishers Farm Park Limited for ‘Failing to ensure the health safety and welfare of its employees by allowing the use of a horse drawn vehicle when it was unsafe to use for that purpose’. The case was finally heard in the Crown court on March 21st 2011 with Judge Claudia Ackner presiding, some two and a half years after the accident. The hearing lasted seven days, and on Wednesday 30th March the Jury of twelve returned a unanimous verdict that Fishers Farm was Not Guilty. Statement circulated to all.
- Voluntary & Community Action – request for donation. Written to advise of policy and that request would be reviewed next February.
- St Catherine’s Hospice – letter of thanks for donation.
- Arun & Chichester Citizens Advice Bureau – letter of thanks for donation.
- CDC – Re The Old Oak Cottage, Western Road - an appeal has been made to the Secretary of State against the Council’s decision to refuse planning permission for the installation of an air source heat pump.
- Jenny Jones, School PTA – asking if hay bales could be used as seats for children’s drawing tent at June Fayre. **As there was no fire risk, members had no objection but asked that the hay was cleared after the event; it might be advisable to use a ground sheet. Clerk to advise.**
- Copy of email sent to Josef Ransley by Lionel Barnard re Local bus services stating as follows: “I agree that it is a difficult problem and I would suggest that if anyone has problems over not paying for a service then perhaps I could suggest that they pay on the outward journey and use the bus pass on the return. Effectively paying half fare. Whilst I agree that this measure alone may not save subsidised services I know that the task force is looking at all services and have been very mindful not to recommend reductions in services where there is no alternative. However, I am not privy to their findings, yet, and will no doubt be discussing with the chairman their findings in due course. I regret that I am not in a position to keep on guaranteeing bus services now on the basis that one day that some residents may give up driving. As I have said previously we are looking to work with community bus services as well as county services. Just recently I met with East Sussex and Brighton and Hove to discuss what we can do with together with the NHS to make local buses and ambulance type buses more efficient. Our initial estimate is that we can save £85m between all of us and at the same time not have buses stood idle. No doubt more will come of that work.”

9. Finance:

- a. Subscription to Sussex Association of Local Councils (SALC): Members agreed to the annual subscription.
- b. Youth Club Donation: It had been agreed at the November meeting to make a donation of £1200 for one year only to cover insurance and Village Hall hire costs. It was agreed that £600 (50%) would be paid now, with a further payment in September after receipt of the second Precept instalment. JD confirmed that this was acceptable to the Youth Club.
- c. Accounts for Payment: The Clerk circulated the Cheque List for April which was approved.

Clerk

Cheque Number	Total	Details
2408 22.03.11	30.00	Arun & Chichester Citizen’s Advice Bureau - donation agreed March 2011 (Section 137)
2409 22.03.11	100.00	St Catherine’s Hospice – donation agreed March 2011 (Section 137)
2410 22.03.11	765.11	Lewis Marquee Ltd – deposit for August Bank Holiday marquee
2411 27.03.11	503.92	L N Davies – Village Hall fire alarms, clerk’s mileage, postage and memory stick
2412 27.03.11	762.00	Newpound Building Services – Workhouse path repair
2413 27.03.11	98.31	Southern Water – allotment water 11 Sept – 25 Feb
2414 31.03.11	48.00	E P Clark & Co Ltd – replacement manhole cover by pond
2415 31.03.11	833.09	WSCC – Clerk’s salary

2416	14.95	M King – The Community Planning Handbook
2417	60.00	SALC – training fee for R Hamilton to attend new councillor training in May
2418	552.00	Garden Care (Southern) Ltd – grass cutting contract for May
2419	243.75	Chichester District Council – rental and emptying of bins at Pavilion & Village Hall
2420	402.72	SALC – annual membership fee to SALC and NALC
2421		Error
2422	444.00	Garden Care (Southern) Ltd – Removal of silt & leaves from Kirdford Road ditch
2423	151.80	L N Davies – postage, website quarterly fee, ink cartridges and office supplies

	5009.65	

Cheques dated 19th April 2011 unless otherwise stated.

- d. Statement of Accounts: The Clerk circulated details of Year End figures compared to the budget to be presented at the Annual Parish Meeting. Explanation of the figures was given. There were no further questions.

10. Planning

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

Application No:	Application and Reason:
WR/11/00864/FUL	Mrs Jane Scott Harsfold Manor Farm Harsfold Lane Removal of condition no. 20 on WR/07/02172/FUL - Change of use and alteration of redundant farm buildings to form 1 no. dwelling, 2 no. holiday lets, 2 no. offices and a store building. <u>No Objection</u>
WR/11/00942/DOM	Mr & Mrs Walls Amblehurst Manor Petworth Road Erection of 3 bay garage and construction of new driveway (55m), previously approved under application ref WR/05/03053/DOM). <u>No Objection</u>

- b. Chichester District Council Planning Decisions:

Application No:	Application and Reason	Decision
WR/10/04683/ELD	Mr & Mrs C Eaton Oaklands, Fittleworth Road Use of ground floor former garage as sitting room with bedroom and bathroom above as ancillary accommodation to Oaklands in breach of condition 3 of WR/93/00274/DOM.	Permit
WR/10/05193/DOM	Mr Hartley Field View Newpound Lane Loft conversion and insertion of roof velux windows to side elevation.	Permit

WR/10/05645/DOM	Mr Tim Worrall 3 Glebe Way Demolition of existing conservatory. Construction of new conservatory. New glazed roof to sitting room. New porch and internal alterations.	Permit
WR/10/05064/FUL	JMG UK LLP The Three Crowns, Billingshurst Road Proposed single storey guest bedroom accommodation. Amended Plans	Refuse Loss of amenity Visual
WR/11/00073/TCA	Mrs Sally Hicks Old School House School Road Notification of intention to remove 1 Leyland Cypress hedge (marked as 1 on plan) and 2 no. Leyland Cypress trees (marked as 2 and 3 on plan).	No TPO
WR/10/05239/LBC	Mrs Louise Davies, WGPC Old Workhouse School Road Remedial repairs to the walled garden of the 'old workhouse' (north, east and south walls) and the construction of new buttresses to match existing to the east wall.	Permit
WR/10/05243/FUL	Mrs Louise Davies, WGPC Old Workhouse, School Road Remedial repairs to the walled garden of the 'old workhouse' (north, east and south walls) and the construction of new buttresses to match existing to the east wall.	Permit
WR/11/00220/DOM	Mr Michael Gibbons Farlea, Billingshurst Road Two storey extension to rear elevation entrance porch and 2 no. dormer windows to front elevation.	Refuse Unsympathetic to scale, character & appearance of cottage
WR/10/03964/DOM	Mrs Sandra Matthews 4 Butts Meadow, Wisborough Green Sussex Erection of 1.8m x 15m fence.	Permit
WR/11/00490/EXT	Mrs Natalie Edwards Green House, Billingshurst Road Extension of time on WR/08/01752/DOM – remove old wooden garage and replace with brick and timber frame garage with tiled roof.	Permit
WR/11/00776/DOM	Mrs Jane Szymanski 1 Old School Cottages, School Road Construction of new dormer window to side elevation.	Refuse Overly domestic & would detract from character of original school building

WR/11/00781/LBC	Mrs Jane Szymanski 1 Old School Cottages, School Road Construction of a new dormer window to side elevation.	Refuse
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- c. The Three Crowns Planning Application: The Chairman attended the Area Development Control Committee Meeting at Chichester along with many other residents from the village. The officers recommended approval to perpetuate the business but the residents' comments and attendance had shown strong community feeling against the proposal and it was refused. Although it demonstrated that local democracy could work, members reiterated that they did wish to see a successful public house.
- e. Replacement Fence and Hedge at 4 Butts Meadow: Photographs were displayed to show the newly erected fence and hedge. The fence now appeared to be on the original hedge line with the new hedge having been planted on the Green; in time the hedge would grow and potentially encroach into the Green. It was agreed that although this part of the Green was not a publicly used area, it was a matter of principle. The Parish Council had expected the new hedge to be planted on the existing line with the fence being within the garden as advised to CDC. Members therefore agreed that a letter should be sent to the occupier, housing association and copied to CDC as the fence was located in the Conservation Area. To be advised that permission had not be sought to encroach on the Green and although located on Parish Council land, it was the property owner's responsibility to maintain the hedge to ensure no further encroachment.

Clerk

11. Other Reports

- a. Village Hall:-
 - Fire Alarm Review: The Village Hall Management Committee (VHMC) had advised that the new system was now installed with one alarm in the Workhouse flat. In discussion with the tenant, it had been agreed that Mrs Stewart would be a Hall key custodian and shown the mechanism for silencing the sounding alarms. New risk assessments were now in place.
 - Leaderbid: KC, RB and the Clerk attended a meeting with Mr Harris and Mr Carter of the VHMC to discuss a possible application. A number of options were now being explored which included the use of an architect, available free of charge through Action in Rural Sussex (AiRS), to draw up simply plans for any possible alterations. It was hoped that further information would be available for the next meeting.
- b. Workhouse:-
 - Mortuary Wall: Despite forwarding information and several follow up letters and telephone calls, nothing further had been heard from the Parochial Church Council regarding a contribution towards the repair costs of the East wall. Although the wall did not appear to be in immediate danger of collapse, it was recognised that re-building would cost considerably more than the current repair costs. In addition, a number of graves and interned ashes would be disturbed if the wall collapsed. Members agreed to leave for a further month before pursuing further.
 - Replacement Windows: The acceptance of order had now been returned to Chartwell Wooden Windows with the work scheduled for early June. A sectional drawing had been forwarded to CDC. Dr Ian Wightman, Heritage Building Adviser, had confirmed that the 12 mm glass was acceptable under the terms agreed with Enforcement. Mr Reg Hawks, CDC Enforcement Officer, had confirmed that the new window drawing was adequate in terms of detail and materials but had requested further details of the windows to be replaced; photographs had been sent by the Clerk.
- c. Allotments:- It was likely that one larger allotment would be split. The Clerk highlighted the higher water bill for last year being £107 over budget.
- d. Pavilion:- Nothing to report.

Clerk

KC/Clerk

- e. Green Co-ordination Group: The Clerk advised that she was currently undertaking the playground inspections but had been unable to make contact with Mr Mark Robinson for guidance. The climbing wall for the climbing frame still needed to be fitted. KC/RH
- f. Neighbourhood Watch: No village specific incidents to report. Several advisory notices had been sent out via the Neighbourhood Watch Coordinators.
- g. Footpath Group: The WSCC Access Rangers would shortly be inspecting the rights of way in the Parish which would also include paths now in the National Park; these had previously been inspected by volunteers under the jurisdiction of the South Downs Joint Committee.
- h. Youth Club: Continuing to go well. The Annual General Meeting would be held on Monday 9th May at 7 pm in the Village Hall and an invitation was extended to all.
- i. North East Parishes Forum on 17th March 2011: KC gave a brief summary of the items discussed; the minutes would be circulated for information when available. The next meeting would be hosted by Wisborough Green on Thursday 16th June from 6.30 pm in the Scout Hut. All were encouraged to attend. ALL
- j. Localism Event at Henfield on 22nd March 2011: MK and the Clerk attended the briefing hosted by West Sussex Rural Forum and AiRS. More details of the Bill were known on a weekly basis and at this stage there were many areas that needed clarification; a watching brief. MK stated that it appeared that some elements would require Parish Council Quality Status, such as the Community Right to Challenge which allowed Parish Councils to run local services and therefore the credentials to do so were required. He currently understood that the Right to Build was not related to Quality Council status but again, all details would be known when the final Bill was published in the autumn.

12. Any Other Business

- a. It was confirmed that the work currently being undertaken at the back of Garmans was to complete work not undertaken when the properties were built.
- b. Having looked at the grit dumpy bag outside Mockbeggars, NP confirmed that he was happy to remove. NP
- c. The Clerk reported that 23 people had attended the litter picking session at the beginning of April.
- d. CDC had advised that the glass recycling bins would be removed from the Village Hall car park. They suggested that a burgundy bin could be provided to encourage recycling in the Hall; details forwarded to the VHMC. Clerk
- e. Members were reminded that the basketball net would need to be removed to its summer location behind the Pavilion. It was agreed that this would be done on Friday 29th April at 10.30 am prior to the Royal Wedding celebrations. ALL
- f. As it was NP's last meeting, thanks were given for his help and support.

13. Date of Next Meeting:

Planning Committee Meeting on Tuesday 3rd May at 8.00 pm (if required)
 Parish Council Annual Meeting on Tuesday 17th May 2011 at 7.45 pm.

There being no further business, the meeting was closed at 10.00 pm.

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 Chairman

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 Date