

Wisborough Green Parish Council

Draft Minutes of the Parish Council Meeting to be agreed on 20th January 2015

Date: Tuesday 17th November 2015

Present: Mr A Burbridge (AB), Mr K Charman (KC) (Chairman), Mr P Drummond (PD),
Mr A Jackson (AJ), Mrs S Overington (SO), Mr H True (HT)

Apologies: Mr M King (MK), Ms A Stone (AS)

Non-attendance: Mr C Vit (CV)

In Attendance: Mrs L Davies, Clerk
Mrs J Duncton (County Councillor)
Mr J Ransley (District Councillor)

Members of Public: 3

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

Action By

1. Apologies for Absence: Apologies were received and accepted from Mr King and Ms Stone.
2. Declaration of Members' Interests:
HT declared an interest in Gatwick Airport as his pension scheme had recently invested in the airport.
Being a friend of the applicant, AB declared an interest in the planning application for Park Cottage.
Being a friend of the applicant, PD declared an interest in the planning application for Mockbeggars.
No other interests were declared and no requests for dispensation had been received.
3. Minutes of the Last Meeting: The Minutes of the last meeting held on Tuesday 10th November 2015 were approved as a correct record and signed by the Chairman.
4. District/County Councillor Update:

County Councillor:

- West Sussex County Council (WSCC) had been awarded Leaderbid funding of £3.2 million until 2020 to allocate to projects that supported the economy. The Council previously supported 153 projects which created 141 new jobs. Mrs Duncton sat on the Leader Board which welcomed new applications.
- The Meals on Wheels service, as previously provided by the WRVS, was now being provided across the county by Apetito and available to those in need in the community.
- WSCC Children's Services had been undergoing an intensive Ofsted inspection for the past 3 weeks. Many improvements had been made since the last disappointing inspection 4 years ago, so it was hoped these would be recognised. There was now a good deal of help available to children in care up to the age of 25 when still in fulltime education.
- Budget meetings were now being held. Mrs Duncton had recently attended a seminar which concentrated on the capital programmes budget, including solar farm investment. She was pleased to report that the solar farm was now running.
- All areas in the county now transferred children from primary to secondary schools at the age of 11 apart from Storrington, which still operated a middle school system. This was now being debated.
- WSCC, working with the district and borough councils, was operating a Syrian Vulnerable Persons Scheme whereby one family of 4 per month would be accommodated in the county.

8.52 pm – as there were no further questions, Mrs Duncton left the meeting room.

District Councillor:

- An Overview and Scrutiny Committee at Chichester District Council (CDC) was reviewing the Hyde Group Service charges. Many residents in Wisborough Green had provided comments relating to the high charges introduced. Mr Ransley understood that a meeting was to be held with residents in Wisborough Green and would provide details when available.
- Car Parking charges had been reviewed across the district.
- A Cluster Meeting had recently been held which he had been unable to attend. Having received the meeting notes, it focused on Gatwick Airport, Crouchlands and other local issues. It was a good idea for the parishes to meet in this way to discuss and offer support; he was pleased to offer his support as required.
- The Revenue and Scrutiny Committee was addressing the evidence that housing stock in the north of the district was apparently of poor quality and that there was evidence of fuel poverty. It was being proposed that CDC provided grant funding to improve private rentable housing stock and Mr Ransley was questioning whether this was the correct use of Council funding. It had been highlighted that the area had fuel poverty which Mr Ransley questioned. Mr Ransley was informed that fuel poverty had featured in the Neighbourhood Plan consultation process and in the subsequent Plan. Wisborough Green had been identified as a possible area of fuel poverty as mains gas was unavailable and due to the large number of solid wall properties. Members expressed some reservations about a grant scheme, suggesting that improvements should be down to the landlord and not the District Council. Mr Ransley welcomed any further feedback.

5. Public Questions: Dr Jill Sutcliffe, as the Chair of Keep Kirdford and Wisborough Green (KKWG), provided the following update:

- The KKWG Annual General Meeting would be held on Friday 27th November in Wisborough Green Village Hall., commencing at 6.30 pm, drinks and nibbles from 7 pm and illustrated talk from 7.30 pm by Dr David Hill on ancient woodlands and bats.
- KKWG were being awarded costs sustained by the group in preparing to participate in the Oil/Gas Exploratory Public Inquiry which was called off.
- With regard to Boxal Bridge, WSCC took a decision that the Highways Department and Cabinet Member, John O'Brien, would work closely with the Parishes. KKWG had commissioned advice and sought local opinion which confirmed that the bridge would last for another 150 years with some maintenance.
- KKWG retained the services of the wildlife expert Dr Ian Davidson-Watts after the Public Inquiry was called off in order to carry out the survey work he was planning as a constructive action to contribute to local wildlife knowledge. Both sides of the road near Boxal Bridge, Northup Copse and privately owned land opposite, were surveyed. The presence of another rare species, the Bechstein bat, was confirmed, reinforcing the importance of the area in the national and European context.

The Chairman advised that the Parish Councils would be writing to Councillor John O'Brien to say that the Parishes were pleased with the outcome and looked forward to future discussion.

6. Matters Arising from the Parish Council Meeting on 20th October 2015 and ongoing matters:

- a. Neighbourhood Plan (NP): The Clerk advised that the Examiner's Report had now been factually checked and would be published by CDC within the next week or so. Any potential amendments would need to be discussed further with CDC. The report would be circulated as soon as available.
- b. Gatwick Airport: As a committee member of Communities Against Gatwick Noise Emissions (CAGNE), PD presented a CAGNE presentation which was currently being given to many Parishes in the area. Explanation was given and maps displayed:
 - CAGNE – how the group had evolved, current membership and working relationships.
 - Map to demonstrate that the London area was served by 5 international airports which created one of the busiest airspaces in the world.

- Current noise rulings on departures.
- Explanation to Precision Area Navigation (PRNAV) and Performance Based Navigation (PBN) and Government policy 'to significantly reduce the number of people affected by aircraft noise'. PD highlighted that this directive now resulted in the rural areas being affected.
- Departure routes in 2013 which demonstrated dispersal and the 2014 routes showing concentration with PRNAV.
- Details of the Sir Roy McNutty Review.
- Explanation and maps to show easterly arrivals with a local view as well as the holding stacks.
- Easterly arrivals in 2010 showing dispersal and in 2015 with concentration of vectoring and a move of 2 miles away from the runway to join Instrument Landing System (ILS).
- The changes which had occurred over the past year which had led to noise concentration in this area. CAGNE was suggesting widening the swathe from about 2 to 4 miles to spread the impact.
- Explanation was given to PRNAV concentration and noise wall. PD explained that increasing heights would lessen impact; there was no reason why this could not be done.
- Details of the 2nd runway and implications for the area.
- Indicative new flight paths with a second runway which showed that Wisborough Green would be severely affected.
- CAGNE campaign and promotion.

The Chairman thanked PD for this valuable update. Members agreed that PD should submit representation to the review on behalf of Wisborough Green and the Cluster Parishes, including reference to increasing height as well as dispersal.

PD

- c. Boxal Bridge: It had been confirmed to Kirdford Parish Council that vegetation and overhanging branches would be cut back by the Sussex Wildlife Trust to improve visibility. Nothing further had been heard from the Cabinet Member for Transport following the debate by WSCC, so a letter would now be sent to follow up. AB raised the issue of road signage. It was understood that some signs to meet the current safety requirements might be missing, but this would be addressed at the first meeting.

Clerk

- d. Parking Issues on the Green: Following the parking problems around the Pavilion over the summer months, a decision had been made by the Parish Council to install 'no parking cross hatched lines'. Unfortunately an error had been made by the contractor who installed yellow rather than white lines, and the cross hatching had not been undertaken due to a misunderstanding. The company had now offered a £100 reduction to keep the yellow lines or would return to re-paint, free of charge. AB advised that in the dark, the yellow could not be seen, and that cross hatching was considered by motorists as a no parking area. It was therefore agreed that the lines to be re-painted white at the contractors expense and that the Parish Council would fund the cross-hatching. A second quotation had been obtained for cross hatching that gave a comparable quote which would be price matched.

Clerk

- e. Village Traffic Management Plan: SO advised that a meeting had now been arranged with Joel Sykes, WSCC Area Highway Manager on 25th November 2015. This meeting would follow up on the possible ideas already identified.

- f. Horse Chestnut Tree: Advice had now been sought from 3 tree surgeons relating to the condition of the tree outside Upfield Stores, School Road. All had been in agreement that it should be removed due to the presence of Honey Fungus and potentially weakened by an internal fungus. A planning application for removal had been submitted to CDC. Members agreed that the tree should be removed. The Clerk had unfortunately only received one quotation to date and gave details of the likely cost. It was noted that further expenditure would be required to remove the root with a digger. Members accepted that this expenditure was required and delegated the decision to approve the work to the Clerk and Chairman.

Clerk/KC

- g. Three Crowns Access: AJ and the Clerk had met with the publican, Mr Tim Skinner, on 9th November 2015. It had been highlighted to Mr Skinner that the public house did not have a right of access across the grass verge to the garden or a right to use the Forge Cottage access. In

addition, the damage caused last year to the grass verge, and the subsequent reinstatement, had affected the access to Forge Cottage. The Parish Council was therefore keen to ensure that this was not repeated as the area was particularly wet. Historically, deliveries had been made to the front of the building, and in addition to the Forge Cottage access, delivery drivers were also parking in Durbans Road which posed a safety concern being close to the junction. Mr Skinner agreed to contact all suppliers to advise that deliveries were not to use the Forge Cottage access; the only exception would be the Biffa lorry for the refuse collection. Mr Skinner asked if a parking bay at the front could be reserved for deliveries; members agreed that this could be trialled using a parking cone and suggested that deliveries could be asked to avoid busy times.

Clerk

Mr Skinner advised that tepees events would be held again this December. He acknowledged that damage to the grass verge had been caused last year and as such, he was investigating the use of interlocking plastic mats, as used on construction sites. The only vehicle that would potentially need to gain access across the grass to the garden related to the generator delivery. He confirmed that he would repair any damage caused, but hoped that with the matting, this would not be required.

The Forge Cottage owners had now advised that they wished to improve the access and proposed that the area had a limited dig out, hardcore and then plantings. Members were happy with this proposal and asked that at the Parish Council's expense, the area be increased to improve the pedestrian access to the toilets. The cost was not anticipated to be high; decision to be delegated to the Clerk and Chairman.

Clerk

8.45 pm – Mr Ransley and one member of public left the meeting room.

- h. Youth Club: As MK had sent his apologies, he provided a statement which was read out by the Clerk. He advised that there had been no progress in recruiting a new Youth Leader or Assistant so the Youth Club remained closed. Productive discussions had been held with Horsham Matters, the organisation that now ran most youth clubs in the Horsham district including Billingshurst and Pulborough. The organisation was open to the idea that they could take on the running of our Youth Club. MK hoped to bring a full proposal to the January meeting but highlighted now as there would be both contractual and financial implications for the Parish Council. If viewed as an outsourcing arrangement it was likely that the contract will need to be with the Parish Council. Early discussions had indicated that there would also be financial implications, but hopefully not huge. Currently the Youth Club was funded by entry fees, fundraising and support from village bodies such as the Fete Society, the Elliot Fund and at times the Parish Council. MK envisaged this arrangement continuing to a greater or lesser degree depending on the availability of funds.

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

- Highways Update:

- o Moonsbrook: Work had now been scheduled for the end of November to reinstate ditches and gullies; the road would be closed.
- o Petworth Road Pavement: A quotation to re-surface the area outside Albion House had now been obtained and would be submitted to WSCC in the hope that WSCC would fund.

Clerk

- Village Hall car park runoff: Although one quotation had been provided for a possible solution, members agreed that further investigation was required as there was potentially an existing gully which could be blocked. Members agreed that the Clerk should organise in the first instance in consultation with the Chairman.

Clerk/KC

- Kirdford Road Bus Stop: A quotation to increase the size of the waiting area had now been submitted to WSCC in the hope that funding was available. HT concurred with the observation that the area was too small especially as it was in close proximity to traffic.

- Village Pond: The pond had recently been inspected by the company endorsed by Storrington & Sullington Parish Council. A report and quotation for the recommended work would be provided; the first action was to remove the weed. In this regard, a request to remove weed for their own pond had been received from a local resident. In consultation with the Chairman, this offer had been accepted with thanks although the Clerk had advised that the weed was aggressive and that it was unknown if the pond contained any pests or diseases.

- Planning Training: The Clerk reminded all that CDC Planning training had been organised for Monday 23rd November at 7 pm in the Village Hall.
- Leaf Clearance: Sussex Land Services had now been asked to clear leaves from around the village and particularly the ditches in Kirdford Road and around the Cricketer's Junction.
- Ditch Opposite Cricketer's Arms: It had been highlighted by the Park Cottage property owners that the under road gully was again silted up. The Clerk had therefore sought quotations from two local contractors and gave an indication of cost. Members agreed that the cheapest quotation should be accepted and the work undertaken before the winter set in. As this work linked into the Pavilion gully project, it was agreed that the Watershed funding should be used. Decision delegated to the Clerk in consultation with the Chairman.
- Parish Cluster Meeting: The Chairman advised that he attended a meeting on 29th October 2015 with Kirdford, Loxwood and Plaistow & Ifold Parish Councils. The minutes would be circulated shortly but the main items discussed were the difficulties experienced with the Loxwood Neighbourhood Plan, the Crouchlands Biogas Plant, CDC and Parish Council planning issues and Gatwick Airport. It was a productive and useful meeting; PD was asked to represent the Cluster in the Gatwick flightpath review submission.

Clerk/KC

7. New Items for Discussion

- a. Charity Balloon Event: A request had been received for the use of the Green for a balloon lift off on Sunday 4th September, with a second reserve day of Sunday 11th September if the weather was inclement on the first Sunday; these dates had been agreed by the Sports Association. Members were delighted to support the event but agreed that as some traffic issues were experienced this year, particularly with drivers ignoring the 'no parking' cones, traffic management should be in place, no vehicles, other than balloon support vehicles, to be driven onto the Green and a designated disabled parking area provided. Clerk to advise and issue agreement form.

Clerk

8. Correspondence: Details of correspondence received since 21st October was displayed at the meeting. The Clerk highlighted details as necessary:

- Newpound Lane resident – reviewed details for Winterfold application. Asking when application would be reviewed, details of NP process and discussions with developer. In discussion with the Chairman, the Clerk responded with information.
- CDC Planning – confirm that in principle the provision of a small car park to the rear of the existing pavilion is likely to be acceptable provided it's size is kept to a minimum and it is screened by the existing pavilion building. There were some important listed buildings at the northern end of the green and it was important that parked vehicles within the green did not interrupt these views. Details also given about appearance and policies in NPPF/Local Plan. The enquiry really related to a new Pavilion so request slightly misinterpreted. Information forwarded to Sports Association.
- Newpound Lane resident – asking if public meeting for Winterfold would be well advertised in village. Clerk advised mention in Parish Council newsletter and details on website/notice boards.
- Rural Services Network – weekly email digest. Circulated.
- Gatwick Area Conservation Campaign (GACC) – reminder about AGM on and update on infrastructure costs and press release on night flying. Circulated.
- NHS Coastal West Sussex Clinical Commissioning Group - want to hear from residents about their priorities for the services they receive at local GP practice, and the care they receive when they need NHS help and support urgently. Survey details provided. Circulated.
- Carters Way resident – again concerned about smoke in air with fumes, possibly from fireplace/woodburner. Would seek advice from CDC. MK/HT advised as in vicinity.
- Chair of Itchingfield & Barns Green NP Group – asking for details of NP consultant. Clerk provided.

- Keep Kirdford and Wisborough Green – update on agreement for costs incurred for withdrawn Public Inquiry, thanks for support, Boxal Bridge Update and details of AGM on 27th November. Circulated.
- Rural Services Network – weekly email digest. Circulated.
- Village Hall Management Committee – minutes of meeting on 12th October – circulated.
- CAGNE update include notification of new film about second runway – circulated.
- SALC – November newsletter – circulated.
- SALC – notification of 2016/17 subscriptions - The Directors governing SSALC Ltd. and West Sussex ALC Ltd. have agreed to increase the West Sussex ALC subscription for 2016/17 by CPI of 2%. The electorate figure given by the District Council is 1189, multiplying this by 28.99 pence per elector equals £344.672. The NALC AGM held on 28 October 2015 agreed that the NALC Subscriptions would be raised to 6.6 pence per elector for 2016/17. Taking the electorate as shown above your NALC subscription has been calculated to be £78.474.
- CDC – notification of North East Parish Forum on 21st January 2016 – venue to be confirmed.
- WG resident – sent details of Gatwick advertisements in Evening Standard – she had made a complaint to the Advertising Standards Authority as she felt the information was misleading. Circulated.
- Kirdford Parish Council – notification of accident at Alfold which sadly resulted in the death of a Kirdford resident and ex Parish Councillor. Kirdford PC had written to Waverley District Council to express concerns about the safety of the road and asked if WGPC would also write. **After some careful consideration, members agreed that as they were not aware of the full details, the Council was not in a position to make comment to Waverley.**
- Newpound Lane resident – copy of objection to Winterfold planning application submitted to CDC.
- Tim Skinner, Three Crowns – details of licencing difficulties and concerns raised by CDC. Briefly mentioned when discussing access arrangements with AJ and the Clerk. **Members confirmed that the Parish Council was not aware of any recent informal or formal complaints. The Parish Council was pleased to support the business within the terms of the current license. The landlord to be advised that if specific support was required, his licencing consultant to be asked to contact the Parish Council.**
- NHS Coastal West Sussex - opportunity for a member of the public to get involved in commissioning decisions at NHS Coastal West Sussex Clinical Commissioning Group, by joining our Public Engagement Committee (PEC) as Locality Lay Member for Chanctonbury. The Committee is responsible for making sure that appropriate public engagement is carried out in all commissioning projects. Applications close 30th November.
- Carters Way resident – apologies for not being able to attend Winterfold meeting. Broadly in favour of the application especially as it includes much needed affordable accommodation. Mr Josef Ransley – District Councillor update – circulated.
- Amberley Parish Council – asking for consultant and budgeting details – Clerk will respond.
- Durbans Road resident – noted litter and asked for stick/bags to pick up – Clerk to provide. Also suggested that litterbin could be provided and possibly signage to discourage litter dropping. Clerk advised that CDC had warned against an isolated bin in a rural area due to encouraging fly tipping but would raise idea of signage. **Members agreed with the observation about fly tipping. After careful consideration, it was agreed that signage would have little effect and would impact upon the appearance of the rural environment.**
- Petworth Rd resident – concerned about vehicle and caravan in Durbans Road. Advised that in the hands of CDC. Also concerned about vehicle in layby opposite Three Crowns. Advised was owned by resident who owned layby.
- SALC – AGM details – forwarded to KC.
- WSCC – notification of temporary closure of Newpound Lane – forwarded to school for information and circulated.
- Josef Ransley update re development application in Kirdford – circulated.
- SALC – circulating information from NALC regarding future Audit for Local Councils from 2017. Don't need to do anything unless wish to opt out of the audit procurement arrangements and set up own independent audit panel. **Members agreed not to opt out.**
- CAGNE Update – circulated.

- Durbans Road resident – “meaning to add my name to the many who have appreciated the thorough and informative work you did on this month’s Parish Council News. Particularly regarding Gatwick Airport. A great asset to the community, thank you.”

9. Finance:

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

Cheque Number	Total	Details
2924 20.10.15	633.90	Sussex Land Services – September grass cutting contract
2925 27.10.15	1000.00	Plaistow & Ifold Parish Council – donation towards Crouchlands Appeal
2926	100.00	Royal British Legion – Dieppe & Remembrance Day wreaths & donation (Section 137)
2927	163.16	British Telecommunication plc – Broadband & telephone charges
2928	504.30	Pyzer Cleaning Services – public toilet cleaning & supplies
2929	138.52	Playdale Playgrounds Ltd – parts to repair equipment following inspection
2930	954.00	Active Grounds Maintenance Ltd – fertilize, verti-drain & spray of football pitch
2931	1323.00	WSCC – Clerk’s salary for October
2932	8828.40	David Pegley Groundworks – installation of new Pavilion gully (Watershed Funding)
2933	761.79	CDC – Council Tax for The Old Workhouse until 31 March 2016
2934	280.02	Mrs L Davies – photograph, newsletter printing, toilet mats, mileage
2935	360.00	Active Grounds Maintenance Ltd – verti-drain rest of Green
12.11.15 DDebit	21.60	Plusnet – Village Hall broadband
02.11.15 DDebit	550.53	Public Works Loan Board – playground loan repayment
	15619.22	Cheques dated 17 th November 2015 unless stated otherwise.

- b. Bank Reconciliation: As HT had a query on one Bank Reconciliation, it was agreed to defer to the next meeting.
- c. Statement of Accounts: The Clerk circulated details of the actual year to date figures against budget. The figures were displayed which included commentary for clarification. There were no further questions.
- d. Budget Preparations for 2016/17: A draft budget to start discussion had been circulated in advance of the meeting and was displayed. The Chairman went through the items and gave explanation to the figures included. It was agreed that provision to the Village Hall reserve fund should be reduced and the budget should ideally not be negative. The addition of a tree to commemorate the Queen’s 90th Birthday should also be included. The Clerk would re-circulate for members to review to ensure that the Precept request could be confirmed at the January meeting.

All

10. Planning

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

Application Number	Application
WR/15/03504/DOM - Case Officer: - Rachel Ballam - Other Dev - Householder Developments	Mr Jon Finn Park Cottage Kirdford Road Demolition of existing incongruous rear dormer. New modern dormer and extension design as a modern interpretation and connecting walkway. <u>No Objection</u>
WR/15/03505/LBC - Case Officer: - Rachel Ballam - Other Dev - LBC's Alter/Extend	Mr Jon Finn Park Cottage Kirdford Road Demolition of existing incongruous rear dormer. New modern dormer and extension design as a modern interpretation and connecting walkway. <u>No Objection</u>
SDNP/15/05355/HOUS - Householder	Mr Richard Hextall Mockbeggars, Horsebridge Hill, Bedham, Erection of new storage building with a stable and associated access track. <u>No Objection</u>
WR/15/03690/TCA - Tree Apps (TCA's and TPA's)	Wisborough Green Parish Council Recreation Ground, A272 The Luth To Durbans Road, Notification of intention to fell 1 no. Horse Chestnut tree (quoted as T7). <u>No Objection</u>

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

Application No:	Application	Decision
Wisborough Green WR/15/00864/FUL - Case Officer: - Anna Miller - Minor Dev - Dwellings	Mr & Mrs R Palmer Land at Wilton Cottage Kirdford Road Construction of a two storey detached dwelling, means of access and detached garage.	Refuse. Outside Settlement Boundary, Contrary to policies in Local Plan and NP.

- c. Enforcement Matters:

- Northlands Farm: CDC would undertake a further compliance check at the beginning of December. If the mobile homes had not been removed, the matter would be forwarded for prosecution proceedings.
- The Wisborough: CDC had identified a breach of planning control. The owner had been advised to remove the lighting. CDC was now awaiting a response to take forward. AB believed that the publican would appeal on health and safety grounds. Members agreed that low level lighting would be more appropriate.

- d. The Council had just been notified of the following Appeals:

- 1 Newfields & Land south of 2 Newfields, Newpound: Change of use to a mixed use as dwelling house and the stationing of two mobile homes for human habitation.
- Coed Afal, Petworth Road: Proposed two storey rear extension and internal alterations.

9.50 pm – The members of public left the meeting room.

11. Other Reports:

- a. Village Hall: The Village Hall Management Committee (VHMC) Chairman, who was leading the refurbishment project, had now contacted 4 structural engineers to undertake the initial building condition survey. SO provided details - two had been unable to help, but quotations of £1200 and £950 plus vat had been received, with one quotation providing more detail. Members agreed that the appointment decision should be delegated to the VHMC Chairman, SO and the Clerk. SO/Clerk
- b. Workhouse: The Clerk confirmed that the property was now vacant and had been inspected by SO and the Clerk and a specification for work prepared, in consultation with Mr Barry Overington (retired builder) and other trades. It was agreed that before a full specification could be prepared, it would be better to strip the walls and ceilings to get a better understanding of the work required. The Clerk had contacted several builders and was expecting one quotation for the full refurbishment project. A further builder was unable to undertake the work for 6 months, and a third builder agreed that the walls should be stripped before he was able to quote for the remaining work. Having had some renovation experience, PD questioned whether it was necessary to strip all the walls; it was agreed that he would inspect the property and report back to the Clerk. All agreed that it was important to press on with the project and that the quotation of £2180 should be accepted from G S Builders to undertake the initial wall stripping, following advice from PD. It was noted that GS Builders had provided the most favourable quotation for the exterior decoration. Mr Davies, who undertook odd jobs for the Parish Council at an hourly rate of £15, would clear the kitchen, cupboards and sheds; this work would take up to 2 days. PD/Clerk
- c. Allotments: Nothing to report.
- d. Pavilion: The Chairman advised that Mr Richard Vause would shortly be moving from the village and therefore resigning from his position as Trustee. The difficulties surrounding the access and the possible re-development had highlighted that changes to the Lease might be required. At the last meeting, the Parish Council had discussed and agreed that the principle of the current arrangement was still sound, however, this resignation by an active Trustee did perhaps change the position. The Sports Association Chairman, Mr Ian Elliott, had expressed his reservations about the current arrangements to the Chairman and suggested that a review was required, particularly to ensure any new Trustees had a full understanding of their role and responsibilities. AJ gave a brief summary of the current arrangement and agreed to review the Trust Deed and prepare a briefing paper for initial discussion with Mr Elliott prior to consideration by the Parish Council at the January meeting. The Clerk advised that the Sports Association would also be presenting Pavilion plans at the January meeting. AJ/KC
- e. The Green:
- Work to the Green – surface repairs: The work to the pitch and cricket outfield had now been undertaken. It was agreed that the Parish Council would fund the outfield verti-draining but that the pitch repairs would be split 50:50 with the Sports Association, as agreed. It had also been arranged for the Fair damage to be repaired.
 - Playground: The new parts had now been received which HT would replace; help would be required. The Clerk had contacted 3 fencing contractors but only received one quotation to date and no contact from the other contractors; she would pursue. Clerk
 - Green Coordination Group Meeting: The notes from the meeting held on 27th October 2015 had been circulated to all for information; the only issue to highlight related to undulations on the cricket outfield. It was agreed that there was no easy solution; there were potentially many contributing factors for an area used for many purposes. AB had been asked to review and to report back to the next Green Coordination Group meeting in March. AB
- f. Neighbourhood Watch: Several advisory notices had been circulated. Nothing further to report.
- g. Footpaths/Conservation: Nothing to report.

12. Any Other Matters to Report

- a. AB agreed to undertaken the playground inspections in December.
- b. SO attended The Campaign to Protect Rural England event in Billingshurst at the end of October. A number of different workshops were held to identify concerns in the area. She suggested that it might be useful to join the Campaign, for an annual subscription fee of about £30, as it could provide another valuable source of information.
- c. The Clerk advised that the issue over the Café flags and the conflicting information received had been referred back to CDC.
- d. The Chairman advised that the Parochial Church Council had been disappointed that the Parish Council was unable to support the Christmas Tree Festival this year; it was thought that the Parish Council's contribution would be missed. The Chairman had explained that it was not just that the Council's budget under pressure but that the Council was involved in a number of time consuming projects. SO agreed that she would decorate a small tree, which was accepted with thanks. The Chairman agreed to fund from his allowance.
- e. The Clerk agreed to contact the Tree Surgeon who had offered to help with the Christmas lights; to arrange for the first weekend in December.
- f. The Chairman reported that the road sign at the end of the west road had blown down in the wind.
- g. SO confirmed that she would attend the KKWG Annual General Meeting on 27th November.

Clerk
Clerk
SO

13. Date of Next Meeting:

Extra-Ordinary Parish Council meeting to decide upon the Winterfold application – to be confirmed on receipt of NP Examiner's Report but potentially on Tuesday 1st December 2015 at 7.45 pm.
Parish Council Meeting on Tuesday 20th January 2016 at 7.45 pm

There being no further business, the meeting was closed at 10.25 pm.

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Chairman

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Date