

# Wisborough Green Parish Council

## Draft Minutes of the Parish Council Meeting to be agreed on 21<sup>st</sup> February 2017

Date: Tuesday 17<sup>th</sup> January 2017

Present: Mr P Drummond (PD) (Vice Chairman), Mrs S Overington (SO),  
Mr M Newell (MN), Mr H True (HT)

Apologies: Mr A Burbridge (AB), Mr K Charman (KC) (Chairman), Mr A Jackson (AJ)

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

Members of Public: None

In the absence of the Chairman, the Vice-Chairman opened the meeting at 7.45 pm and welcomed all in attendance.

1. Apologies for Absence: Apologies were received and accepted from Mr Charman, Mr Burbridge and Mr Jackson.
2. Declaration of Members' Interests: No interests were declared and no requests for dispensation received.
3. Minutes of the Last Meeting: The Minutes of the last meeting held on Tuesday 15<sup>th</sup> November 2016 were approved as a correct record and signed by the Vice-Chairman.
4. Council Membership: There had been no further interest in the remaining two vacancies; personal approaches were encouraged. Thought to be given to a promotional campaign with a view to having a large poster at the forthcoming consultation event.
5. District/County Councillor Update:

Action By

ALL

### District Councillor:

- Mr Ransley advised that the new Ward boundary had been confirmed. Wisborough Green, Kirdford, Ebernoe, Northchapel, Plaistow, Ifold and Loxwood would now form the Loxwood Ward with 2 District Councillors instead of the current 3. These changes would come into effect after the 2019 election and would reduce the current 48 District Councillors to 35.
- The Cabinet had approved the proposal to implement evening car park charges in the larger Chichester car parks; Festival Theatre and New Park. Chichester District currently had the lowest charging schedule in the county.
- The District Council had supported the proposal for the A27 improvement plan to go back on consultation with the northern by-pass option included. Mr Ransley hoped that this delay would not have a negative impact upon the funding, expressing his concern that without a good coastal transport system, the Chichester economy would always be restrained.
- In terms of the Biogas Plant at Crouchlands, the Appeal would be heard in April which would hopefully resolve the situation in a positive way. Officers had visited the site, but due to the imminence of the Appeal, a stop notice had not been issued. Mr Ransley highlighted the huge amount of work undertaken by the local action group, PORE, and the Parish Councils, and advised that a request for further financial support might be forthcoming.

### County Councillor: (Arrived at 8.20 pm and left the meeting at 8.26 pm)

- Mrs Duncton advised that a further A27 consultation had been requested to include the northern route around Chichester.

- Wisborough Green's request for pavement repairs had been authorised; she would forward the confirmation email.
- Budgets were currently being confirmed and it was likely to be increased. The Government had allowed a 3% increase ring fenced for care for the elderly, but it was anticipated that only a 2% increase would be applied.
- Mrs Duncton highlighted that Leader funding was still available for rural businesses to promote employment; applications were being encouraged.

6. Public Questions: There were no members of the public present.

7. Matters Arising from the Parish Council Meeting on 15<sup>th</sup> November 2016 and on-going matters:

- a. Gatwick Airport: PD advised that some progress was being made, such as the establishment of the Noise Management Board and the widening of the swathe, albeit that the swathe was not being fully implemented. The next Noise Management Board Meeting on 31<sup>st</sup> January 2017 at Gatwick was a public meeting, although attendance had to be pre-booked; PD would attend and MN also expressed an interest. Information about the Night Flights Consultation had been received and circulated. PD gave brief explanation and it was agreed that PD prepare a draft response for review and agreement at the next meeting. PD
- b. Affordable Housing: Greenoak Housing had confirmed it would re-draft the Agreement and forward in early February. Contact had been established with the Winterfold developer but nothing further heard from the Land South of Meadowbank developer. It was noted that Chichester District Council had received a government grant to help the delivery of rural affordable housing; Mr Ransley to be kept updated. Clerk

8.06 pm – Mr Ransley left the meeting room.

- c. Traffic Management Plan: The working group had met in December and prepared a list of ideas to be included at the consultation event on Saturday 11<sup>th</sup> February 2017, 10 am to 4 pm. These ideas were displayed and their inclusion agreed. MN confirmed that he would prepare a picture display to show some issues in the village. The advertising flyer had been circulated and was approved. Further thought would need to be given to capturing useable and relevant feedback; the Clerk to circulate a possible questionnaire for consideration. Clerk  
A meeting with the new WSCC Area Highway Manager had now been arranged for Thursday 19<sup>th</sup> January to provide him with an update on the proposals. PD/SO/HT  
Clerk
- d. Boxal Bridge: Having received further details of a replacement scheme from WSCC, a meeting between Kirdford and Wisborough Green Parish Councils and Keep Kirdford and Wisborough Green (KKWG) had been held in December; minutes had been circulated. A letter had subsequently been sent to WSCC to highlight the proposition carried by WSCC in October 2015 'That West Sussex County Council Highways work closely with the Kirdford and Wisborough Green Parish Councils to explore the safest and most acceptable project for the future of the bridge, taking into account the rural environment as well as architectural and historical merit.' and to question why the scheme was being considered with the Council's funding constraints. A response had now been received which implied that replacement was still being considered. Members therefore agreed to a meeting with WSCC, Kirdford Parish Council and KKWG to discuss further. Clerk
- e. Village Website: PD explained that a detailed brief had been prepared and sent to 4 local website designers to, in essence, create the structure and look to reflect Wisborough Green. The Clerk would be responsible for populating the site, with the required external support. One designer withdrew, so 3 tender documents were considered by PD, AJ and the Clerk. Members agreed to the recommendation and approved the budgeted expenditure. Clerk/PD/AJ
- f. Clerk's Report:
- Update on n-going matters:
  - Training: The Clerk advised that she would be attending a free Social Media course at the end of January. As she was now involved with the allotments, she had booked to attend a half day course in March at a cost of £40. In view of the importance to be up to date with

Health & Safety issues, she had also booked one space on a Health & Safety Course in Chichester in June at a cost of £80; HT expressed an interest, if available.

- Dog Bag Dispenser: The new dispenser had now been received. Members had previously considered locating in the west road but on reflection, agreed to locate by the Kirdford Road dog bin as this path was generally used by walkers; Clerk to arrange installation. Clerk
- Next Newsletter: It was agreed that the next newsletter should be circulated with the April Parish Magazine, so prepared early March. To include feedback from the February consultation event, Council vacancies, dog fouling and new bag dispenser; all to consider further content and provide details to the Clerk. ALL/Clerk
- Spring Litter Picking: Agreed as Saturday 1<sup>st</sup> April, meeting at the sundial at 2.00 pm. Clerk to advertise and make the necessary arrangements with CDC.
- Annual Parish Meeting: This was currently scheduled for Thursday 20<sup>th</sup> April but due to a family birthday, the Clerk asked if it would be possible to change the date to Thursday 27<sup>th</sup> April or arrange for clerking cover. Members were happy with either arrangement and agreed that the Clerk discuss further with the Chairman. Clerk

In view of the possible agreement with Greenoak Housing to deliver affordable housing in the village, it was agreed that promotion of Community Land Trusts was not relevant at this time.

#### 8. New Items for Discussion

- a. Vegetation Clearance: The Clerk advised that Sussex Land Services had recently cleared leaves from the Kirdford Road ditch which was included as part of the grass cutting contract. They had also cleared the gully outside Park Cottage which would hopefully go some way to resolve the issue of water flowing down the path. Having inspected, the Clerk reported that the main ditch opposite the Cricketers was becoming overgrown with brambles again. Members agreed to the expenditure of £135 to have the ditch cleared and would seek further advice regarding treatment to help stop the brambles returning. Clerk
- b. Litter Warden's Contract 2017/18: Mrs Twelvetrees had been contracted to undertake litter collection in the Conservation Area on an annual basis; a copy of the specification was displayed. As such, it was necessary to confirm the arrangements for the forthcoming year. Members agreed that the contract should be renewed on the same terms but on the basis that a monthly report was submitted to the Council. This monitoring was a requirement of the audit process and would help identify any action needed. Clerk to advise and forward a report format to be used. Clerk
- c. Annual Risk Assessments: The Clerk advised that a number of Risk Assessments now required updating. For ease of future reviewing, the Clerk requested that they be undertaken by the end of February and would provide the forms for updating by email. Allocated as follows:

Village Centre Assets - KC	Benches - PD/Clerk
Pond - MN	Allotments - Mr Mike King (Allotment Supervisor)
Village Hall Car Park - AB	Toilets - SO
The Green - SO	Parish Council paths - AJ
Playground - HT	

Trees - Mr Mike King (Tree Warden) to be undertaken with leaf cover in the spring.
- d. Charity Balloon Event: A request had been received for the use of the Green for a balloon lift off on Sunday 3<sup>rd</sup> September 2017. There was also a Touch Rugby Tournament on the day but the date had been agreed by the Sports Association. Members were delighted to support the event but agreed that as some traffic issues were previously experienced, traffic management should be put 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

9. Correspondence: Details of correspondence received since 16<sup>th</sup> November 2016 was distributed prior and displayed at the meeting. The Clerk highlighted details as necessary:

- WSCC – WSCC and SDNP working in partnership to prepare a new Joint Minerals Local Plan for West Sussex. This will replace the existing Minerals Local Plan (2003). Update letter providing details of upcoming meetings at which the Proposed Submission Draft Joint Minerals Local Plan will be considered for approval by members. For further information on the West Sussex Joint Minerals Local Plan, please visit [www.westsussex.gov.uk/mwdf](http://www.westsussex.gov.uk/mwdf).
- CAGNE Bulletin 60 – update on meeting with Aviation Minister – circulated.
- Rural Services Network – weekly email digest – circulated.
- SSALC – minutes of meeting with Sussex Police Chief Constable – circulated.
- Rural Services Network – weekly email digest – circulated.
- Keep Kirdford and Wisborough Green – update - UK Oil & Gas Investments has announced it plans to drill an exploratory oil well at Broadford Bridge, near Billingshurst, in the first half of next year. In a statement this morning, UKOG said it also wants to drill another well in the Godley Bridge gas field, also in the Weald, before mid-2018. Circulated.
- WSCC – Chichester District News update November 2016 – circulated.
- CDC – confirmation of Council Tax setting arrangements and Tax Base 736.1.
- CDC – result of Boundary Commission's Electoral Review – WG with Kirdford, Loxwood, Plaistow, Ifold, Northchapel and Ebernoe as Loxwood Ward with 2 councillors. Circulated.
- Wey & Arun Canal News – circulated.
- Rural Services Network – weekly email digest – circulated.
- SSALC – January 2017 newsletter – circulated.
- Gatwick Airport – latest information on noise complaints policy and handling complaints – circulated and link included on website.
- SSALC - Council tax referendum principles have not been extended to parish and town councils in 2017/18.
- SDNPA – Key Highlights update – November 2016 – circulated.
- SSALC – details of West Sussex ALC Spring Conference at Lodge Hill, Watersfield, Pulborough on Thursday 30<sup>th</sup> March 2017 (0930 registration for a 1000 start, finishing at 1530). To include updates by Katy Bourne, Sussex Police & Crime Commissioner, West Sussex County Council and Lindsay Frost, Planning consultant. Please see attached the draft programme, please note that timings are subject to change. The cost per delegate for this event is £40 (ex VAT) which will include all refreshments and lunch. Circulated.
- Rural Services Network – weekly email digest – circulated.
- CDC – minutes of NW and NE Community Forum on 10<sup>th</sup> November 2016 and details of presentations – circulated.
- WSCC – Chichester District News update December 2016 – circulated.
- UK Cycling Events - Advance notification of cycle event through the village on Saturday 11<sup>th</sup> February.
- T Morris – expressing concerns about Fire & Rescue Service cuts and changes. Circulated.
- Gatwick Obviously Not – update – circulated.
- Rural Services Network – weekly email digest – circulated.
- Janet Duncton- 2016 Report – circulated.
- Gatwick Obviously Not – advance notice of Night Flights consultation anticipated in January and Noise Management Board Open Meeting on 31<sup>st</sup> January.
- City Councillor for Chichester South - Climate Change information evening on Thursday 26<sup>th</sup> January at 7.00 pm in the Friends Meeting House, Priory Road, Chichester, to learn about the implications for us all in West Sussex of the Paris Climate Change Agreement that the UK has recently signed. Details sent to KKWG – Dr Sutcliffe will attend as WG representative.
- Rural Services Network – weekly email digest – circulated.
- CAGNE – Bulletin 61 – Update on Night time flight consultation, national airspace policy consultation, second runway and Noise Management Board meeting – circulated.
- Paul Killingbeck, History Group - 'Bluebell Meadow' is shown on the Tithe Map at Ref. 1329 as 'Great Meadow', owned by George Tripp and occupied by George Tupper. **As the Parish Council had already advised Jones Homes that 'Bluebell Meadow' was an unsuitable name, it was agreed that this information should be forwarded on.**

- Gatwick Airport – notification of Gatwick Airport Noise Management Board (NMB) meeting on 31st January 2017 in the Ascot Suite, Gatwick Airport South Terminal Hilton Hotel, commencing with 0930 Registration and Coffee, for a 1000 prompt start. We expect the meeting and presentations to finish at 1300. **PD confirmed attendance.**
- CPRE Sussex Trustee – highlighting that a planning application was submitted over the Christmas period by Britaniacrest for an incinerator at Warnham brickworks off the A264. Details provided. Circulated.
- PORE Update – details of further road repairs in Foxbridge Lane near to Biogas Plant. Circulated.
- KKWG – Update on Boxal Bridge, Broadford Bridge, Marwells Wood, NW of Chichester, Yorkshire, Lancashire, fundraising, Horse Hill and Leith Hill, Brockham – circulated.
- CAGNE – Bulletin 62 Night flight consultation – circulated.
- GACC – Night flight consultation.
- Resident, The Long Croft – as they maintain access, concerned about liability. **The Clerk had now received some information from the WSCC Access Ranger and would discuss further with the Highways Officer on Thursday before responding to the resident. Details were given.**
- Rural Services Network – weekly email digest – circulated.
- CDC – confirmation of Council Tax setting.
- CDC – details of Local Government Boundary Commission for England review – final recommendation.

10. Planning:

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

Application No:	Applicant and Reason
SDNP/16/06335/FUL	Mr & Mrs M Wakelin Luttmans Farm, Brick Kiln Common, Wisborough Green, , RH14 0HZ Change of use of self-contained annex for family members to separate dwelling. Grid Ref: 503047 123031 <u>No Objection</u>
WR/17/00030/OBG	The Hyde Group Garmans Newpound Lane Wisborough Green Amendment to S.106 agreement for application 03/01037/FUL - screening area land to the rear of the properties. O.S. Grid Ref. 505135/126110 <u>No Objection with conditions</u> Wisborough Green Parish Council has no objection to this application on the condition that substantial and effective screening hedging is planted on the north and east boundaries, the latter in accordance with the original consent. The Parish Council feels that the current panelled fencing is not in keeping with the rural environment and believes a 2 metre high hedge would be more appropriate.

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

Application No:	Applicant and Reason	Decision
WR/16/01232/DOM	Mr Adams Meadow Cottage Newpound Wisborough Green Single storey rear garden room extension. Amended plans	Permit
WR/16/01953/LBC	Mr Adams Meadow Cottage Newpound Wisborough Green Single storey rear garden room extension. Amended plans	Permit

WR/16/03067/DOM	Mr Fraser Hardie The Old Wharf Newpound Wisborough Green Proposed construction of single storey extensions and alterations.	Permit
WR/16/03175/FUL	Mr Robert Wilkins Shipbourne Farm Fittleworth Road Wisborough Green Proposed agricultural building.	Permit
WR/16/03347/PLD	Mr & Mrs Rolland Poplars Newpound Wisborough Green RH14 0EJ Construction of a single storey side extension.	Permit
WR/16/02942/FUL	Hall And Woodhouse The Wisborough Newpound Wisborough Green Replace LED floodlights with new low level lights within car park.	Permit
WR/16/02943/LBC	Hall And Woodhouse The Wisborough Newpound Wisborough Green Replace LED floodlights with new low level lights within car park.	Permit
SDNP/16/04597/FUL	Mr Robert Hall The Kiln, Brick Kiln Common, RH14 0HZ Replacement dwelling (revisions to scheme permitted under SDNP/13/03317/FUL).	Withdrawn
WR/16/03421/DOM	Mr C Hodgson Brooklands Farm Durbans Road Wisborough Green Replacement single storey link building.	Refuse Form, detail design & bulk incongruous development detracting from preservation of building
WR/16/03422/LBC	Mr C Hodgson Brooklands Farm Durbans Road Wisborough Green Replacement single storey link building.	
WR/16/03283/DOM	Mr And Mrs Donovan Oak View Newpound Lane Erection of single storey rear extension.	Permit
WR/16/03693/FUL	Mr Stephen Woodcock Daniels Newpound Wisborough Green RH14 0AX Construction of equestrian sand school for private domestic use.	Permit

- c. Enforcement Matters: Having reviewed the marketing details for Greenways Park, Kirdford Road, SO had noted that the development was for the over 45's and questioned whether this was permissible. CDC had confirmed that there were no planning restrictions preventing the development being established as a gated community designed specifically for this age group. From a planning point of view, there was no breach of planning control. SO expressed her disappointment that this housing was not available to the younger generation.
- d. Planning Appeals: Nothing to report.

**11. Finance:**

- a. Accounts for Payment: The Clerk displayed the Payment List for December 2016 and January 2017, which was approved. The income received was noted.

Payment Method	Date	Total Paid	Payee	Details
DDebit	02.12.16	43.44	Chichester District Council	Rental & emptying of Pavilion waste bin (Nov)
DDebit	02.12.16	60.80	Chichester District Council	Rental & emptying of V Hall bins (Nov)
DDebit	16.12.16	34.20	Plusnet	Village Hall Broadband
CH3094	29.11.16	80.76	British Telecommunications	Broadband and telephone package plus calls
CH3095	29.11.16	643.20	Sussex Land Services	Grass cutting contract for October
CH3096	29.11.16	668.16	E P Clark & Co Ltd	Install drain in Kirdford Road pavement and grips
CH3097	29.11.16	336.99	Arundel Arboretum	Oak tree to replace Horse Chestnut
CH3098	06.12.16	100.00	British Legion	Donation for annual wreaths (S137 payment)
CH3099	14.12.16	493.80	Pyzer Cleaning Services	Public toilet cleaning and supplies
CH3100	14.12.16	1323.00	West Sussex County Council	Clerk salary for November
CH3101	14.12.16	510.48	Mrs L N Davies	Telephone line rental for first year, replacement printer, backup drive and dog bag dispenser and pole
CH3102	14.12.16	35.01	Southern Water	Allotment water
DDebit	Jan	43.44	Chichester District Council	Rental & emptying of Pavilion waste bin (Dec)
DDebit	Jan	60.80	Chichester District Council	Rental & emptying of V Hall bins (Dec)
DDebit	Jan	34.20	Plusnet	Village Hall Broadband
CH3103	17.01.17	43.92	West Sussex County Council	Payroll charge from 1 Oct 2016 to 31 March 2017
CH3104	17.01.17	472.80	Pyzer Cleaning Services	Public toilet cleaning
CH3105	17.01.17	125.00	K Twelvetrees	Replacement post by Pavilion
CH3106	17.01.17	17.00	SSALC Limited	Local Council Review 2017/18 – quarterly publications
CH3017	17.01.17	91.81	Mrs L Davies	Office supplies, postage and mileage to Chichester
<b>Total</b>		<b>5218.81</b>		

The Clerk gave explanation to Section 137 payments, confirming that the current rate was £7.36 per elector.

**Payments Received**

BACS	25.11.16	987.84	CDC	New Homes Bonus for playground fencing
BACS	07.12.16	250.00	Lucy Haywood, Brocante Sale	Donation to public toilets and for use of no parking cones
Cheque	16.12.16	50.00	WG School PTA	Donation to public toilets

The Clerk confirmed that she had written to thank for the donations.

- b. Bank Reconciliation: HT confirmed that he had checked and agreed the Bank Reconciliation for the period ending November and December 2016 for the Parish Council's business and reserve accounts.

- c. Statement of Accounts: The Clerk presented details of the actual year to date figures against budget and gave explanation to the anticipated expenditure for the remainder of the year. The budget would be tight, but some savings were possible. There were no further questions.
- d. Finance/Budget 2017/2018 and Precept: The current year's budget compared against predicted expenditure and next year's budget had been considered by the Finance Committee at the meeting on 1<sup>st</sup> November 2016 and discussed by the Parish Council at the meeting on 15<sup>th</sup> November 2016. An updated report had been circulated in advance of the meeting and was displayed. It was noted that having increased the Precept substantially last year, the Parish was now in a better position to undertake the maintenance items as well as new projects identified in the agreed Objectives Plan. However, all were mindful that costs were continuing to increase and resolved that the budget be adopted as presented (with slight adjustment as detailed below) and the Precept for 2017/18 be increased by £1000 to £56,000 for the year, noting that the CDC grant had been withdrawn. Proposed by HT, seconded by MN and agreed by all. During discussion, the following items were also agreed:
- Members questioned why the Parish Council was paying for the Pavilion and Village Hall waste and recycling bins. Members acknowledged that the Village Hall did reimburse for some cost, but agreed that both organisations should be responsible for these operational costs directly with CDC, which would also hopefully encourage more recycling. Clerk to advise. Clerk
  - Clerk to review and amend the CDC Litter Collection budget. Clerk
  - Members agreed to additional expenditure to improve the Christmas lights; £300 to be included in budget, but authorised some expenditure now to benefit from New Year sales. Clerk
- e. Direct Debit Payment: Members agreed the Direct Debit mandate to British Telecommunications for the monthly service charge (£26) and any additional mobile calls which were not covered in the call plan. HT and PD signed the mandate form. Clerk

12. Other Reports:

- a. Village Hall: SO advised that a display on the proposed Hall improvement plans would be included at the consultation event in February. Preliminary planning advice had been requested from CDC, but nothing further heard to date.
- b. Allotments: The Clerk confirmed that a letter advising of the rent increase, hedge cutting and also offering holders the opportunity to reduce the size of their plots, had now been sent. There were two people on the waiting list.
- c. Pavilion: Nothing to report. The Sports Association would present plans for the new building at the February consultation event.
- d. The Green: The Cricket Club had organised for the basketball net to be reinstated and advised that the repair work around the net area would be undertaken in March.

13. Any Other Matters to Report:

- a. SO suggested that perhaps a small fact could be included as a regular feature in the Ad Vincula, to highlight the Parish Council's role and responsibilities, such as 'Did you know it costs ....' Members agreed and would give thought to ideas. ALL
- b. PD advised that the lighting in the gents public toilet was a bit gloomy and suggested that perhaps brighter lights on a movement sensor might be more desirable. Clerk to discuss further with CDC. Clerk
- c. PD enquired into the progress of adopting the BT Kiosk. The Clerk advised that CDC had now responded to the BT consultation and that the Parish Council's request to adopt had been submitted. BT had now been overwhelmed with enquiries, but the application had been made. Enquiries were also being made by ex-councillors into the conversion to a Tourist Information Centre and potential for a Wi-Fi hotspot.
- d. The Clerk advised that the Horticultural Society had noted that on occasions, the A272 information board was required for more than one event notice and a second board was attached or positioned in the area. The Society had therefore offered a £500 donation to either adapt the board to take an additional sign or provide a second board. Members were grateful for this very kind offer, and after some consideration, felt that due to the construction, extending the existing frame would be undesirable and possibly problematic. Members considered an additional board but

questioned whether aesthetically this would be desirable in the same area, also noting that £500 would not cover the supply and installation costs. The existing board cost £750 in 2005 (excluding installation) and the Parish Council was not in a position to make a contribution at this stage. It was noted that the new community board would shortly be installed outside the village shop which would provide a further advertising opportunity. Members requested that the Clerk write to thank for the kind offer and suggest that the Parish Council would welcome a contribution to any of the other projects within the Community Action Plan.

Clerk

14. Date of Next Meeting:

Planning Committee Meeting on Tuesday 7<sup>th</sup> February 2017 at 8.00 pm.  
Parish Council Meeting on Tuesday 21<sup>st</sup> February 2017 at 7.45 pm.

Part 1 of the meeting closed at 9.40 pm.

Exclusion of Press and Public: Pursuant to Standing Orders Section 3d, and in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it was resolved that the press and public be excluded from the meeting during consideration of the following item due to the confidential nature of the business to be transacted.

15. Clerk's Salary: Members confirmed that they were extremely happy with the Clerk's performance. In discussion with the Clerk, it had been agreed that 24 hours worked per week was correct. However, members resolved that the hourly rate should be increased to £14.80 per hour (SCP 32), back dated to 1<sup>st</sup> December 2016.

There being no further business, the meeting closed at 9.45 pm.

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Chairman

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Date