

Wisborough Green Parish Council

Minutes of the Parish Council Meeting

Date: Tuesday 21st May 2019

Present: Mr A Burbridge (AB), Mrs J Dandy (JD), Mr P Drummond (PD) (Chairman), Mr A Jackson (AJ), Mrs S Overington (SO), Mr M Newell (MN), Mr S Rollinson (SR), Mr H True (HT), Mr M Watson (MW)

Apologies: None

In Attendance: Mrs L Davies, Clerk
Mrs Natalie Hume, District Councillor
Mrs Janet Dunton, County Councillor

Members of Public: 4

Mr Drummond opened the meeting at 7.45 pm and welcomed all.

Action By

1. Apologies for Absence: There were no apologies.
2. Election of Chairman: Mr Drummond invited members to propose or nominate for the role of Chairman. Mr Drummond was proposed by Mr Jackson, seconded by Mr Newell. Mr Drummond confirmed that he was willing to stand. As there were no further nominations, he was unanimously elected as Chairman and duly signed a "Declaration of Acceptance of Office". Thanks extended to Mr Drummond for continuing in this position.
3. Election of Vice-Chairman: The Chairman invited members to propose or nominate for the role of Vice-Chairman. Mr Jackson was nominated by Mr Drummond, seconded by Mrs Overington. Mr Jackson confirmed that he was willing to stand and as there were no further nominations, was therefore elected. He duly signed a "Declaration of Acceptance of Office".
4. Declaration of Members' Interests: Living on the west road, MN declared his interest in the parking by the shop and west road. Being a resident of Newpound Lane, SO declared her interest in the Fishers Farm application. AB and SR both advised that they were friends of the Yew Tree Cottage applicant.
5. Membership: Following the May election, there was currently one vacancy on the Council. Mr Watson had applied to be co-opted onto the Council. Proposed by PD, seconded by HT, and agreed by all. Mr Watson duly signed a 'Declaration of Acceptance of Office' and joined the meeting.
6. Minutes of the Last Meeting: The Minutes of the last meeting held on Tuesday 16th April 2019 were approved as a correct record and signed by the Chairman.
7. Minutes of the Annual Parish Meeting Meeting: The Minutes of the meeting held on Thursday 25th April 2019 were approved as a correct record and signed by the Chairman.
8. District/County Councillor Update:

District Councillor (In attendance from 7.45 until 10.14 pm)

- Mrs Hume introduced herself as one of two newly elected councillors for the Loxwood Ward. Mr Gareth Evans, the other councillor, was unable to attend this meeting due to a prior commitment and sent his apologies. They were both completely new to the role but were keen to learn and support their communities.
- The structure of the District Council had changed significantly with no overall control by one party; 18 Conservative, 11 Liberal Democrats, 2 Labour, 2 Green Party, 2 Local Alliance and 1 Independent

member. The Conservatives continued to run the Cabinet but other parties were represented across the committees; there was now a working collaboration.

- In terms of the Loxwood Ward, there were six parishes which she and Mr Evans had loosely divided. She would focus on Ebernoe, Kirdford and Northchapel, and Mr Evans on Wisborough Green and Loxwood, however there would be flexibility. It was the intention to hold Parish surgeries on the first and third Saturdays every month; details to be provided to the Clerk.

County Councillor (In attendance from 7.55 pm until 9.05 pm):

- The Chairman congratulated Mrs Dunton on her election as WSCC Chairman. Mrs Dunton was honoured to take on this busy role. As part of her new role, she was required to attend commemorative church services, dedications and was involved with citizenship ceremonies. She was being supported by Ashman Patel as Vice Chair, with whom she worked well.
- She highlighted the West Sussex Armed Forces Covenant and the work WSCC was undertaking to support ex-military and reservists in the community. The authority already held a bronze medal for its work, but the aim was to achieve gold.
- Mrs Dunton was not proud of the recent Ofsted report for children in care in West Sussex. The County was working hard on improvements but the inspection had occurred before changes had been fully implemented. No child was suffering but many changes, including better inter agency working, were still required. WSCC acted as a corporate parent and was required to ensure that children in care were not disadvantaged.
- The authority still did not have a full Highways Contract in place; Balfour Beatty was currently continuing.

9. Public Questions:

West road resident: attended the meeting to give explanation to the parking difficulties being experienced by residents along the road, generally related to the Great Meadow contractors, who also parked in the layby opposite the shop. He highlighted that the Green edge had recently been repaired, but had since been driven or parked on, by delivery drivers as well as possibly a shop employee. Although it was anticipated that the Great Meadow development would be completed in the next few months, he was concerned that further development in the village, as well as the new Pavilion, would result in an ongoing parking problem; high speed has also been witnessed on occasions. The Parish Council had previously made the suggestion of a 'gateway' at the entrance and he believed that this would be a more visible deterrent.

The Chairman advised that both CDC and the Songhurst Meadow developer had been requested to ensure that adequate contractor parking was provided on-site and this would clearly be monitored when the construction commenced. There were a number of initiatives that could be introduced but they would not necessarily enhance the appearance of the village centre. The Parish Council would have difficulty to exercise enforcement on its own land and did not have the power to do so on the highway. The Council could certainly further explore the 'gateway' idea that might not solve, but could alleviate, the problem. Being Parish Council land, members suggested other ideas such as speed humps or private enforcement companies. To be given further consideration at the next meeting.

Clerk

Newpound Lane Resident: Attended on behalf of the residents living opposite Fishers Farm. A summary of residents' comments had been circulated to Parish Councillors in advance of the meeting. On the basis of the latest plans, he confirmed that the neighbours' could now withdraw their objections although requested that the Parish Council consider the conditions that the neighbours had suggested.

Fishers Farm Owners: The plans had been drawn up following further discussions with the neighbours. Mr Rollings confirmed that he was very happy with the suggested arrangements and agreed with the residents' conditions. He was pleased that the discussions had resulted in a positive outcome for all.

8.04 pm – one member of public left the meeting room.

10. Fishers Farm Park: WR/18/03350/FUL - Change of use of agricultural field to provide hard standing with associated works for an additional 75 parking spaces for Fishers Farm Park existing visitors.

The latest plans, consultant details relating to surfacing, and residents' comments had been circulated to all in advance of the meeting. The plans were displayed and AJ gave explanation to the proposed changes that were understood to address the residents' primary concerns. Members agreed that a compromise had now been achieved and that the residents' and Parish Council's concerns had been addressed. Members agreed to support the application subject to the residents' conditions, which should be submitted to CDC with the Parish Council's comment.

8.15 pm – 3 members of public left the meeting room.

11. Policy Documents and Committees:

- a. Standing Orders: Circulated in advance of the meeting. The document had been updated in 2018 to reflect guidance provided by the National Association of Local Councils. No further updates had been suggested. The document was therefore adopted as tabled.
- b. Finance Regulations: Circulated in advance of the meeting. The Clerk advised that the document had been updated in May 2016 to reflect changes in the Public Contracts Regulations and no notification for further change had been received. The document was therefore adopted as tabled.
- c. Members' Areas of Interest: The following were agreed:
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|---|---|
| Planning Committee | AB/PD/AJ/MN/HT/MW although any member could attend the meeting and might be required to do so at times to ensure the meeting was quorate. |
| Finance Committee | AJ/HT/PD/MN/MW |
| Green Co-ordination Group | AB/JD |
| Local Council Associations/Outside Bodies | PD – members formally agreed that PD would represent the Parish Council and have voting rights at the West Sussex ALC AGM. |
| Traffic Management Plan Group | JD/PD/SO//HT/Clerk |
| Neighbourhood Plan Review Group | AJ/SO/SR/Clerk/Community Members |
| Youth Activities | AB |
| Major Emergency Plan | SO/SR/HT/Clerk |
| Winter Management Plan | HT/SO in support |
| New Pavilion Project | AJ/MN/MW |
| Pavilion Trustee Liaison | AJ/MN |
| Village Hall | SO |
| Monthly Bank Reconciliations | HT |
| Community Speed Watch Coordinator | HT |
| WG School Liaison | JD |
| Gatwick Airport | PD |
| Communications | PD/MN/SR |
- Playground Inspections
- Ex-councillor, Mr N Beresford, had agreed to continue on the Parish Council's behalf; accepted with thanks.
- d. Finance Committee: Membership of the Committee was agreed under item 11c. MN was nominated as Chairman, proposed by PD, seconded by HT. All were in favour. The Terms of Reference were reviewed and adopted unchanged.
- e. Planning Committee: Membership of the Committee was agreed under item 11c. AJ was nominated as Chairman, proposed by PD, seconded by HT. All were in favour. The Terms of Reference were reviewed and adopted unchanged.
- f. Green Co-ordination Group: Membership of the Committee was agreed under item 11c. The Terms of Reference had been updated by the Clerk and circulated in advance of the meeting. The document was adopted as tabled.

12. Report on on-going Matters:

- a. Traffic Management Plan:
- Hughes Hill: WSCC advised that the work would be undertaken later this year; the original proposal had been in May/June.
 - Community Highways Scheme: WSCC advised that investigatory holes may need to be dug in the Little Green to ascertain the location of services. Members had no objection but requested that the ground be reinstated and left in good order.
 - School Signage: Following the school traffic meeting on 7th March, a request to alter school signage had been made to WSCC. The Newpound Lane sign had been altered and cleaned to

improve visibility. However, in relation to changing the 'playground' plate to 'school' in Durbans Road, the message to reinforce the sign was largely the same and with spending under increasing pressure, this change could not be progressed. SO would notify the school.

SO

b. New Sports Pavilion: Comments made following the meeting with the architect had been progressed and a new plan now prepared although yet to be discussed by the Pavilion Working Group. The plans were displayed and AJ gave explanation to the changes. Members agreed that the building was now heading in the right direction in terms of size and appearance, and provided the following comments to feedback:

- Generally happier with the appearance as it looked more like a traditional pavilion although incorporated a modern element. The appearance was less boxy.
- Acceptance of the creation of the rear gable and change in alignment.
- Preference for hips on the gables to soften the roofline.
- Concern that sedum roof might become a maintenance issue.
- Appearance of full glazing on the east side; internal space on view.
- The Neighbourhood Plan consultation event had now been postponed to September. An earlier Pavilion consultation could be arranged before the school holidays if this was a preference, but to be promoted as a joint WG Sports and the Parish Council event. To be discussed by the Group.
- Members felt that a business plan to show viability should be prepared and that this information to also form part of the consultation event.
- It was agreed that the next design should be shown in the context of the Green and views.

AJ/MN/MW

At the last meeting, consideration was given to making a contribution towards the architect's fees on receipt of S106 or CIL funding. The Clerk advised that the S106 funding could not be released unless a tendering process was demonstrated, ie, 3 quotations. It was possible that CIL funding could be used, but it was unlikely that this would be available this financial year. If the Parish Council wished to make a donation at this stage, further consideration of the impact on the budget and reserves was required. To be fed back at the next Pavilion Working Group meeting.

AJ/MN/MW

c. Wisborough Green Sports: All paperwork had now been completed and was with the solicitor. The slight delay had potentially dropped the work down the solicitor's work load but the Clerk would chase.

Clerk

d. Neighbourhood Plan (NP): SO advised that the Local Plan Review was now delayed and as such, this did impact upon the NP review. This, coupled with the grant funding and technical support application process not opening until last week, resulted in the decision to postpone the June consultation until September. Site assessment work was now being undertaken and technical support by AECOM for site assessment and validation had been obtained and would commence shortly. Unfortunately, one community member of the group had stood down due to work and family pressures. Monthly updates would continue in the parish magazine.
In terms of grant funding, the Clerk advised that an application for the remaining grant as well as technical support had been submitted.

e. Clerk's Report:

- 2019/2020 Meeting Dates: Circulated to all members.
- School Road Verge Repairs: The emails from the resident had been circulated to members. Members agreed that the logs must be removed as they were located on Parish Council land, were unsightly and posed a safety concern to road users and pedestrians, particularly at night. As the resident had originally applied to widen his access, but declined due to the expense, members agreed that he could install 2 posts on either side, at his own expense.
- Accident Data Recording: Details of the WSCC website page had been circulated.
- RunWisborough Feedback: The event had been a huge success and was well attended. An email had been received which highlighted some parking concerns; circulated. Members agreed that as the event was becoming more popular, these observations should be considered as part of the traffic management plan next year.
- Public Toilet Donations: The donations from Kirdford Parish Council and the School PTA were noted with thanks.
- Public Toilet 'Deep' Clean: This had now been undertaken which had improved the floor and general appearance considerably.
- Verge Damage: Followed up with WSCC; no response to date. The Clerk would endeavour to recoup the small repair cost.

Clerk

Clerk

- Councillor Training: SSALC had confirmed that bespoke training in Wisborough Green was possible later in the year, an invitation to which had been extended to the cluster group of parishes. Pulborough Parish Council was also hosting training in June; the Clerk would circulate details.

Clerk

13. New Items for Discussion:

- a. Village Shop Parking: The shop owner had raised concerns relating to parking in the laybys outside the shop. With the Great Meadow development, contractors had used the layby opposite the shop to park all day that had affected his passing trade; the shop side layby was not used due to signage and the shop owner's attentiveness. He had therefore made a request for time limited parking as he was concerned about the implications of further development in the village and the possibility that Great Meadow residents would use the area as an overflow. Members agreed that the current contractor parking would come to an end within the next 6 months, and that there was parking provision within the Songhurst Meadow development site so the same issues were not anticipated. In terms of time limited parking, this would potentially require a traffic regulation order if formalised, but even as an informal arrangement, enforcement was not possible. It was also noted that shop workers parked along the west road, possibly as a result of the contractors parking opposite, but perhaps these vehicles could be accommodated in the shop owner's parking area. SR highlighted the possible closure of rural Post Offices and suggested support for the shop. The situation to be reviewed when the Great Meadow development had been completed.
- b. Village Flags: The Parish Council agreed to the purchase of a Red Ensign to fly for Merchant Navy Day in September and also for a replacement Union Flag, the current one having been flown since 1977. The total cost for both flags was £151.76, being unbudgeted expenditure. JD offered to make this donation, which was accepted with grateful thanks.
- c. South Downs National Park Authority – Parish Nominees: Details of the nomination process and role had been circulated to all councillors in advance of the meeting; no interest was expressed.

Clerk

14. Correspondence: Details of correspondence received since 17th April 2019 was distributed and displayed at the meeting, and noted by members.

-	Cricket Club Chairman – details of implication of balloon festival and explanation to cricket match organisation – circulated.
-	Rural Services Network – The Rural Bulletin.
-	School Road resident – response in relation to verge and installation of posts – circulated.
-	Rural Services Network – The Rural Bulletin – circulated.
-	WSCC Town and Parish News – circulated.
-	WSCC - West Sussex Vision and Strategy for Adult Social Care - Invitation to attend Launch Events on 6 and 19 June.
-	Newpound Lane resident – enquiring into new housing in the village linked to her personal circumstances. Update and information links provided.
-	Billingshurst Road resident – enquiring into duck warning signs. Members agreed that they did not wish to see additional permanent signage in the Conservation Area, which potentially distracted from necessary road signs; it was known that WSCC would not support. However, the Clerk to erect temporary signs at the appropriate time.
-	Rural Services Network – The Rural Bulletin – circulated.
-	APCAG Update – Gatwick Noise Management Board Dissolved – circulated. PD gave further explanation to the dissolution of the Board and circumstances. He advised that the Chair of APCAG was now the Chair of Pulborough Parish Council and as such, he was likely to become more involved with Gatwick again.
-	Rural Services Network – The Rural Bulletin – circulated.
-	CDC – Community Facilities Audit – to be completed by the Clerk.
-	South Downs National Park Authority – newsletter – circulated.
-	Rural Services Network – The Rural Bulletin – circulated.

15. Planning:

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

<p>WR/19/01067/PNO - Case Officer: James Gellini</p>	<p>Mr R Stickland Montague Farm Kirdford Road Wisborough Green RH14 0DD Erection of 1 no. steel framed structure building with concrete panel walls and roof in corrugated cement sheeting. O.S. Grid Ref. 504397/126602 <u>No Objection</u></p>
<p>WR/19/01026/DOM - Case Officer: Vicki Baker</p>	<p>Mr Philip Maggs Yew Trees Petworth Road Wisborough Green RH14 0DR Proposed renewal of single storey rear glazed extension to provide family/garden room. Timber framed garage/store re-positioned with glazed doors to form home-office. Replacement of 3 no. first floor painted timber casement windows to rear elevation. O.S. Grid Ref. 504893/125885 <u>No Objection</u> but in view of its support of dark sky policies and initiatives, would request that blinds or glazing film be installed on the roof lights to prevent the egress of light at night.</p>
<p>WR/19/01027/LBC - Case Officer: Vicki Baker</p>	<p>Mr Philip Maggs Yew Trees Petworth Road Wisborough Green RH14 0DR Proposed renewal of single storey rear glazed extension to provide family/garden room. Timber framed garage/store re-positioned with glazed doors to form home-office. Replacement of 3 no. first floor painted timber casement windows to rear elevation. O.S. Grid Ref. 504893/125885 <u>No Objection</u> but in view of its support of dark sky policies and initiatives, would request that blinds or glazing film be installed on the roof lights to prevent the egress of light at night.</p>
<p>WR/19/00294/ELD - Case Officer: James Gellini</p>	<p>Mrs Linda Cooper Rear Of Greenways Nursery Kirdford Road Wisborough Green West Sussex Certificate of Lawfulness of Existing Use or Development (CLEUD) of non-compliance with Conditions 2 and 4 of planning permission WR/96/02274/COU. O.S. Grid Ref. 504680/126580 Members expressed concern that CDC enforcement had been notified of the non-compliance over the years and that non-action by the landowner/CDC had now been used as a justification for this application. Members objected to the application. In view of the site's history, it was agreed that an extension to the response time should be requested to allow for a detailed response.</p>
<p>WR/19/00983/ADV - Other Dev - Advertisements</p>	<p>O C S L, East House, Newpound, Wisborough Green, Billingshurst, West Sussex, RH14 0AZ Install 1no. fascia sign. Grid Ref: 506035/127209 <u>No Objection</u></p>

b. Chichester District Council Planning Decisions:

<p>WR/19/00565/DOM - Case Officer: James Gellini</p>	<p>Ms Sarah Tulip 2 Harsfold Cottages Harsfold Lane Wisborough Green Billingshurst Single storey living room extension.</p>	<p>PERMIT</p>
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WR/19/00594/TPA - Case Officer: Henry Whitby	Mr. Christopher Sclater Hawthorns Newpound Lane Wisborough Green Billingshurst Crown reduce height and width by 20% on north/north-west side of 1 no. Oak tree (T1), subject to WR/97/01121/TPO.	PERMIT
WR/19/00582/TPA - Case Officer: Henry Whitby	Mr. John Firth Brookhurst Newpound Lane Wisborough Green Billingshurst Crown reduce by 30% (overall) and remove 1 no. eastern branch (parallel with Newpound Lane) on 1 no. Oak tree (T2) subject to WR/97/01121/TPO.	PERMIT
WR/19/00562/TCA - Case Officer: Henry Whitby	Wisborough Green Parish Council Land And Pond West Of Wisborough Green Village Hall Notification of intention to fell 2no. Aspen trees and to prune 8no. aspen trees by 2.5m in height.	PERMIT

16. Finance:

- a. Subscription to Society of Local Council Clerks: Members agreed to the expenditure of £196.00 for the Clerk's annual membership.
- b. Reconciliation: HT confirmed that he had checked and agreed the Bank Reconciliation for the period ending April 2019 for the Parish Council's Natwest Business Account and Barclays Community Account.
- c. Accounts for Payment: The Clerk displayed the Payment List for May which was approved:

Online Payments from Barclays Current Account		
Payee	Amount £	Description
Pyzer Cleaning Services	504.30	Public toilet cleaning and supplies
WSCC	1,502.85	Clerk's salary for April
P J P Drummond	27.08	Annual Parish Meeting refreshments
Sussex Land Services	664.80	Grass cutting contract for April
Peter Frost	147.55	Internal Audit Fee for year end 2019
SSALC Limited	17.00	LCR magazine annual subscription
Open Spaces Society	45.00	Annual membership fee
L N Davies	74.28	Stamps, printer ink, website support and map wall fixers
K Twelvetrees	350.00	Pond willow tree surgery
	3,332.86	

Direct Debit Payments from Natwest Current Account			
Date	Amount £	Payee	Description
01.05.19	3,908.86	PWLB	Loan repayment for playground and Workhouse
04.05.19	185.22	NEST	Pension contributions for period 01 to 30 April
23.05.19	28.20	Plusnet	Village Hall Broadband

Payments Received to Barclays Account			
Date	Amount £	From	Description
29.04.19	50.00	WG School PTA	Donation to public toilets
03.05.19	20.00	Allotment Tenant	Annual rent & deposit (50% Payment)
07.05.19	10.50	Allotment Tenant	Annual rent
09.05.19	1,301.84	Sabre Insurance	Payment for replacement noticeboard

Payments Received to Natwest Account			
Date	Amount £	From	Description

12.04.19	32.00	Allotment Tenant	Annual rent
15.04.19	10.50	Allotment Tenant	Annual rent
18.04.19	1,997.51	HMRC	VAT refund
23.04.19	50.00	Allotment Tenants	Annual rent
07.05.19	50.00	Allotment Tenants	Annual rent
07.05.19	48.00	Allotment Tenant	Annual rent and deposit
07.05.19	500.00	Kirdford Parish Council	Donation to public toilets

d. Financial Statement of Accounts: The first statement for the year was displayed. There were no items of concern to highlight to members and no further questions.

e. Internal Auditor's Report and Annual Return: The Clerk confirmed that Mr Peter Frost had undertaken the annual internal audit. His full report had been circulated in advance of the meeting, along with the Annual Internal Audit Report 2018/19; there were no financial matters to highlight. Members reviewed and confirmed that relevant controls were in place. In terms of insurance for online banking, members agreed that the financial institutions offered online protection that was being improved. Clerk to obtain insurance quotation for future consideration. The Clerk would also review the War Memorial valuation but believed a valuation was obtained some years ago that had an index-linked insurance increase each year.

Clerk

f. Annual Governance Statement for 2018/19: The statement had been circulated to all in advance of the meeting and displayed. Members reviewed the wording of all assertions and resolved that a 'Yes' response should be given to all statements and signed by the Chairman and Clerk.

g. Accounting Statements 2018/19: The statement had been circulated to all in advance of the meeting and displayed. The Chairman proposed that the Account Statements be approved and the Annual Return submitted. All were in favour. Clerk to send details to the External Auditor and display the statutory notice.

Clerk

h. Community Infrastructure Levy Monitoring Report: The report, showing nil for both income and expenditure, was approved; Clerk to submit to CDC and display on the website.

Clerk

i. Bank Account Signatories: Confirmed as:

Barclays Community Account: PD, AJ and the Clerk for data input only. Only 3 signatures were permissible on this online account.

Natwest Business and Reserve Accounts: AB, PD, AJ, HT, and the Clerk (emergency only).

17. Other Reports:

a. Village Hall: SO read from the next Parish Magazine article prepared by the Village Hall Management Committee Chairman. It confirmed that progress continued with the preparation of paperwork to obtain Building Regulations permission, including a Construction Management Plan setting out how the works would be carried out. A heating survey had been received which recommended a primary heating system based around an oil fired boiler with the premises divided into several zones, all separately thermostatically controlled. Point of use hot water would be provided. Early indications of the preliminary Cost Report suggested that the works were more costly than the original architect's forecast. Contact with the Big Lottery Fund and Heritage Lottery Fund had been made and applications being pursued. A request for further assistance with grant funding applications had been made.

b. Health & Safety:

- A tree root between the posts behind the Pavilion was beginning to become a trip hazard. The Clerk to seek initial advice from the CDC Tree Officer.

Clerk

- Concern had been expressed that signs positioned on the verge outside the Bat & Ball on the B2133 restricted visibility. The Clerk had visited the public house and requested that they be repositioned. SO concurred with this observation. She highlighted that the Parish Council was hoping to improve the visibility on the left to replicate what had been undertaken some years ago on the right and positioning signs on the verge negated the safety improvements. AB agreed to follow up with the Bat & Ball.

AB

- One playground entry sign had been removed as the condition had deteriorated. The Clerk to look to replace from the local sign company.

Clerk

18. Any Other Matters to Report:

- a. PD advised that he was currently writing a report on the formation of the Community Land Trust and would provide to SO initially.
- b. Signs to advertise the forthcoming school festival had been put up around the Green in error and would be removed.
- c. MN advised that parent information sessions and consultation was now being undertaken on the possible merger of Climbing Bears into the school. It was a complex process and legal advice was being sought.
- d. The Clerk advised that the Fete Society required further helpers for the August Bank Holiday Fete so any offers would be much appreciated.

19. Date of Next Meeting:

Planning Committee Meeting on Tuesday 4th June at 8.00 pm (only if required to meet CDC deadlines)
Parish Council Annual Meeting on Tuesday 18th June 2019 at 7.45 pm.

There being no further business, the meeting closed at 10.14 pm.

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Chairman

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Date