

Wisborough Green Parish Council

Draft Minutes of the Parish Council Meeting to be agreed on 18th April 2017

Date: Tuesday 21st March 2017

Present: Mr A Burbridge (AB), Mr N Beresford (NB), Mr K Charman (KC) (Chairman),
Mr P Drummond (PD) (Vice Chairman), Mr A Jackson (AJ), Mrs S Overington (SO),
Mr H True (HT), Mr M Watson (MW)

Apologies: Mr M Newell (MN)

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

Members of Public: None

The Chairman opened the meeting at 7.45 pm, extending a warm welcome to new Councillor, Mr Beresford.

Action By

1. Apologies for Absence: Apologies were received and accepted from Mr Newell.
2. Declaration of Members' Interests: Being a neighbour to the Glebe Fields, AJ declared his interest in item 9f. As her husband currently rented the fields, the Clerk declared her interest in item 9f.
3. Minutes of the Last Meeting: The Minutes of the last meeting held on Tuesday 21st February 2017 were approved as a correct record and signed by the Chairman.
4. Minutes of the Last Planning Committee Meeting: The Minutes of the last meeting held on Tuesday 7th March 2017 were approved as a correct record and signed by the Chairman.
5. Council Membership: Mr Martin Watson, a resident of Harsfold Lane who attended the last meeting, confirmed that he would be willing to join the Council. The Chairman therefore suggested that Mr Watson be co-opted onto the Council, proposed by PD, seconded by SO and agreed by all. Mr Watson duly signed the Declaration of Acceptance of Office and joined the meeting.
6. District/County Councillor Update: District Councillor, Mr Ransley, had sent his apologies.

County Councillor:

- Although there had been a great deal of activity within County, there was nothing further to report. With the forthcoming elections, the period of purdah would commence on Monday but any issues could still be directed to Mrs Duncton.
- Mrs Duncton advised that pavement improvement and Watershed funding was still available and encouraged applications.
- AB highlighted his concern at the current state of West Sussex roads. Although he appreciated that potholes were repaired, he felt that the approach of just filling holes rather than resurfacing areas was leaving the roads with a patchwork effect. Pothole repairs did not last and frequently required attention again a few months later. He did not believe that this was the most cost effective approach and as a cyclist, was concerned at the safety implications. Mrs Duncton advised that the current contract with Balfour Beatty was up for renewal but was unaware if the approach would change. She highlighted that WSCC was better than many Councils in undertaking repairs and confirmed that the local Highways Officer undertook a monthly inspection of the major roads. She encouraged members to report any issues through the 'Love West Sussex' website but would raise this observation with Highways.
- In terms of the A27 improvements, Mrs Duncton advised that she had not supported Chichester District Council's (CDC) decision to refer back to the Secretary of State. She gave explanation to the consultation difficulties and the fact that 47% of responders had not supported the proposed

Mrs Duncton

route. Both CDC and WSCC had funding committed to road improvements in support of the proposed housing around Chichester City. The WSCC Leader had now established a forum 'Build a Better A27' to help the different communities develop the right solution for Chichester. AB expressed his opinion that the UK had poor productivity and that roads were a major contributing factor. He believed that the current issues around Chichester were holding back the local economy, although Mrs Duncton advised that this was not the case.

7.57 pm – Mrs Duncton left the meeting.

7. Public Questions: There were no members of public present.

8. Report on on-going matters:

- a. Gatwick Airport: PD advised that unfortunately little progress had been achieved despite the Gatwick Independent Arrivals Review and the establishment of the Gatwick Noise Management Board, and the many other promised measures. The wheels of the aviation industry turned exceptionally slowly and depending upon what was required, involved obtaining the agreement and securing action from, variously, Gatwick Airport, the Civil Aviation Authority, the National Air Traffic Service and the Department for Transport and then the cooperation of airlines. Although the arrivals swathe was widened on 15th August last year, getting the swathe used to its full extent, and providing the respite, was proving difficult due to a number of different aviation reasons. It was unlikely that great improvements would be made soon but the discussions continued.

The Government was now undertaking further consultations and it was agreed that PD would complete on behalf of the Parish Council in discussion with the Clerk.

PD/Clerk

- b. Traffic Management Plan: The working group had now met to discuss the consultation feedback and to consider and prioritise the different proposals; minutes of the last meeting had been circulated. KC confirmed that the top 3 proposals were the Cricketer's crossroad improvements, purchasing a Speed Indicator Device to move around the village and the Durbans Road build out to slow traffic into the village. He gave a brief summary of the other results and proposed action. Members agreed to the approach as detailed in the working group minutes and that further discussions should now be held with WSCC.

TMP Group

In relation to the Butts Meadow parking area, Hyde had now advised that this could not be progressed due to WSCC restrictions which made the project unviable. It was agreed that a meeting to clarify the position should be arranged with WSCC Highways.

Clerk/TMP

The Clerk advised that she had chased WSCC Highways in relation to road markings around the village and in particular, the drop-kerb marking in the layby.

- c. Boxal Bridge: The WSCC Cabinet Member for Highways and Transport, Mr Bob Lanzer, had not confirmed a meeting date. The Clerk suspected that a meeting was unlikely until after the forthcoming elections.

- d. Village Website and Logo: The proposed new village homepage was displayed. PD gave explanation to the look and that the website was being designed as a valuable reference source for residents and visitors, as well as meeting the Parish Council's regulatory requirements. Members provided some feedback and agreed with the approach.

In terms of the logo, PD had prepared a briefing paper which was circulated in advance of the meeting and displayed. He gave explanation to the use of the logo on the website and for Parish Council correspondence. The significant features of the village were agreed as; the village sign, church on the hill, Horse Chestnut trees, village green and cricket. Members agreed to the principle of a logo and Parish Council image, and approved the brief to be forwarded to the website designers. The expenditure of £100 was approved.

PD/Clerk

- e. Village Design Guide: Explanation was given to the development of the document as evidence in support of the Neighbourhood Plan. The document had now been updated to include the descriptive text removed from the Neighbourhood Plan by the examiner. Members formally agreed that the document should now be submitted to CDC with a view to being adopted as supplementary planning guidance.

Clerk

f. Clerk's Report:

- Update on n-going matters:
 - Joint Minerals Plan consultation: In discussion with the Chairman, the Clerk had submitted a brief response to the consultation, highlighting village concerns relating to the oil and gas planning application.
 - Use of Green for Filming Location, Location, Location: Members had given permission for the use of the Green by email. The filming had now been completed and it was hoped that a copy would be provided in due course. A £50 fee towards the public toilets had been obtained, although members suggested that such filming could demand more; to be considered for any future approach.
 - Next Newsletter: The proposed newsletter had been circulated in advance of the meeting and the content confirmed.
 - Litter Picking Session: The Clerk advised that she would not be available but would provide equipment to the Chairman; AB gave his apologies. SO offered help on the Friday.
 - Annual Parish Meeting: Members were reminded of the date – Thursday 20th April. It had been necessary for the Clerk to purchase 2 new advertising boards at a cost of £50.
 - Double Yellow Lines Enforcement: CDC had confirmed that officers would attend.
 - Litter Warden's Annual Observations: The comments were noted. All had or were being addressed.
 - Wyatt Close Trees: A resident's concerns about trees in Wyatt Close had previously been highlighted. CDC had now confirmed that the trees were the responsibility of Hyde Housing Association. The Clerk proposed that the CDC Tree Officer be asked to inspect when in leaf prior to further contact with Hyde; agreed.
 - Pond Maintenance: The contractor who cleared the pond last spring would return in April to undertake further clearance. The pond had looked good last year and annual maintenance was required to keep weed under control; agreed.
 - Clerk's Training: The Clerk advised that she would be attending an allotments course and the SALC Spring Conference next week. In discussion with the Chairman and HT, she had booked to attend a Society of Local Council's training course in April which would be informing on new financial and legal changes; members supported.

Clerk

9. New Items for Discussion

- a. Risk Assessments: A number of assessments had been completed and possible actions reviewed. AB and AJ were reminded to complete their assessments as soon as possible. The following was agreed:

Benches	Some identified actions had been completed, the remaining were being addressed.
Playground	New scramble net now installed. Section of Grasslok under swings to be re-laid. Repair worn areas of grass when weather permits. Slide rail to be re-painted; Clerk to obtain price. The new net fencing had been installed and was a great improvement.
Objects in Village Centre	<u>Junior Goal:</u> The bolt had been replaced. To be repainted to address visibility concerns; Clerk to obtain price. <u>Basketball Net:</u> Members agreed that cushioning of the upright was not required – no reported incidents and in close proximity to trees.
Village Centre	<u>Verge Repairs:</u> To be undertaken when weather conditions improve. <u>Pavilion:</u> Items left outside reported at the Green Coordination meeting for the Sports Association to action. <u>Three Crowns Parking:</u> Cars over-hanging the pavement had been noted. Parking stoppers had been installed on 4 bays to assess result, suitability and fixing. AJ felt that if further stoppers were to be

installed, a design more in keeping with a Conservation Area should be considered. To be given further thought at a future meeting.

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| Pond | Willow tree - strapped by tree surgeon who continued to monitor and maintain the trees. Annual inspection shortly. No action required.
General openness – no known incidents. Enclosure would impact upon visual appearance. No further action.
Litter bin location – accessed from path rather than pond side. No known incidents. No further action. |
| Public Toilets | Advise cleaner re mould on loft hatch.
Look at providing mats – discuss with CDC.
Look at improving lighting and installation of PIR sensors – discuss with CDC.
Look at provision of battery operated air fresheners. |
| Allotments | Couple of watch items – Leylandi hedge, and eucalyptus tree on a plot, but no actions required. Hedge now cut.
Keeping watch on condition of sheds. |

- b. New Homes Bonus: Notification had been received from CDC that the Parish Council could apply for about £850 funding. Different ideas were considered. Members agreed to apply for funding for a new enclosed village noticeboard on the side of the bus shelter to improve appearance. Clerk to obtain costs as a Parish Council contribution would also be required.

Clerk

Clerk

- c. Community Speed Watch: HT had made further enquiries into the re-establishment of a village group with PC Jason Lemm and had now undertaken the necessary online training. He gave explanation to the procedure and the site assessments, confirming that there were already 3 approved sites within the village; on the A272 outside Meadowbank and by The Three Crowns, and in Kirdford Road. Members agreed that a further site on the B2133 in Newpound was desirable, if possible. HT would contact the volunteers and arrange a group meeting to give explanation to the scheme, assist with the online training and establish the group. Thanks extended to HT.

HT/Clerk

- d. Community Payback Scheme: The Clerk had seen that another Sussex Parish had used this scheme whereby offenders serve their community hours to undertake community projects. She suggested that an application to have the village benches sanded and oiled to address the lichen identified in the risk assessment might be possible. Agreed.

Clerk

- e. Village History Trail/Walks Leaflet: The idea to produce a history trail around the village centre and also a leaflet to show possible circular walks was an action identified in the Community Action Plan at the back of the Neighbourhood Plan. The History Group had given both consideration and was willing to develop the idea. An example leaflet was displayed and indicative price given. Maps could also be included on the public toilet wall, which would link to creating the telephone kiosk into a tourist/information point. Members agreed that the Parish Council would support this initiative in terms of grant funding applications and potentially some funding. Further details to be provided as plans progress.

Clerk

- f. Developer contact in relation to the Glebe Fields: The Parish Council had been contacted by Mr Chris Pitchford of Millwood Homes, in relation to development on the Glebe Fields. Members confirmed that they had received a copy of the concept plan. The approach at this time was a surprise as current Local Plan and Neighbourhood Plan policies would not permit. Members were aware that CDC would be undertaking a Local Plan review and it was agreed that any further discussion with the developer would be premature at this time. More information was required from CDC in the first instance. Mr Pitchford to be advised.

Clerk

- g. Sports Association Event: A request had been received to use the Green for the Wisborough 5K and 10K run on Sunday 7th May 2017. Details would be similar to last year with a local 5K and 10K race starting at 10.30 am and a colour run on the Green for children. There would be some stalls and the start/finish area on the Green. The event was being run professionally and had a UK Athletics Licence as well as a Temporary Event Notice for the Pavilion. Plans had been made for

parking in Carters Field which was shown on the event promotion. There were no reported issues last year, so members were delighted to support the event. Clerk to ensure that the necessary paperwork was received.

Clerk

10. Correspondence: Details of correspondence received since 22nd February 2017 was distributed and displayed at the meeting. The Clerk highlighted details:

- CDC - received correspondence expressing concern that the Chichester Vision is only about the City. In September 2015 CDC's Cabinet resolved that officers should prepare a Vision for Chichester City, working in partnership with representatives of this Council, West Sussex County Council, Chichester City Council, Chichester BID and Visit Chichester. The purpose of the project is to set a clear vision of what the future of Chichester City should be and does not include wider district.
- GACC – details of The Department for Transport consultation on Airspace – that is flight paths and aircraft noise – is at <https://www.gov.uk/government/consultations/reforming-policy-on-the-design-and-use-of-uk-airspace> Responses have to be submitted by 25 May and GACC's response. Circulated.
- Rural Services Network – weekly email digest – circulated.
- WSCC – County News Chichester District – circulated.
- WSCC – details of Operation Watershed scheme and encouragement to use.
- SSALC – March newsletter – circulated.
- SDNPA – monthly news update – circulated.
- CDC – response to enquiry about Section 106 agreement and transfer of public land to Parish Council. Details circulated to all for information.
- SDNPA - information relating to the South Downs National Park's Take the Lead Campaign which is promoting responsible dog ownership. Text for newsletters and noticeboards provided.
- Newpound Resident – disappointed at council's response to possible traffic increase as result of Billingshurst work. Will monitor and wait to hear from WSCC.
- Rural Services Network – weekly email digest – circulated.
- CDC – details of A27 meeting that day - opportunity to talk about the news last week of the cancellation of the project to improvement the A27 Chichester Bypass.
- CDC – notification of precept payments on 13th April and 8th September 2017.
- CDC - recently received almost £1.4 million to support community led housing and conducting a survey to identify the perceived barriers to progressing community led housing. Online survey by 14th April.
- CDC – Agenda for All Parishes Meeting on Wednesday 5th April from 6 pm. KC/PD to attend.
- CDC – NE Community Forum, Tuesday 28th March from 6.30 pm at The Old Library, Knockhundred Row, Midhurst. **KC to attend.**
- CDC - on 7 March 2017, CDC's Cabinet and Council approved the new Infrastructure Business Plan (including CIL Spending Plan); details attached.
- Jill Sutcliffe, KKWG – copy of her letter sent to WSCC as they feel that the permission given to Celtique Energie in 2013 is inadequate for the current plans by UKOG. Circulated.
- WSCC – update on Public Rights of Way (PRoW) matters. Attached a report that outlines the work completed in your area as part of the West Sussex County Council (WSCC) 15 month Routine Maintenance and Inspection Cycle and Capital Improvements programme. Any issues for this summer to be reported by 21st March 2017. **Details of action given. A note had been included in the Parish Council newsletter.**
- Kirdford Parish Council – notification that their Annual Parish Meeting is on 24th April and updates will include Crouchlands, KKWG and CAGNE.
- Karen Roberts, Member of SDNPA - at planning meeting on 9th March made an Address to the Planning Committee in respect of potential sites for housing and gypsy and traveller sites within the SDNPA to go forward for inclusion in the final draft of the Local Plan. Concerned that many of the site allocations for housing were located on agricultural land on the boundaries of settlements. Some of the Parish Councils were not consulted prior to these potential allocations.
- CDALC – Next meeting on Monday 27th March at CDC Offices, Pallant House, 7 pm.
- Rural Services Network – weekly email digest – circulated.

- CDC – details of village projects included in Community Infrastructure funding list. About to start work on the Infrastructure Business Plan for 2018/2023, and asking whether workshops during April 2017 would be useful. This will be of particular interest to those parishes who have either already received CIL money, or are likely to shortly receive it. Need to provide project updates by 16 May. Full details sent to all. **Highlighted. To review in light of Traffic Management consultation.**
- WSCC Cabinet Member for Adult Social Care & Health - Newsletter March 2017 – announcing £25m funding boost for social care & health. Circulated.
- Build a Better A27 Workshop scheduled to take place on Wednesday 22nd March from 6pm at Chichester College.
- SSALC – details of training course for meeting procedures - Thursday 6th July 2017 (registration 0945, Start 1000, finishing at 1500) At The Georgian Hotel, High Street, Haslemere, Surrey, GU27 2JY. £80 plus vat.
- CAGNE Bulletin 67 – details of 3 consultations launched by the government – circulated.
- Highways England – formal notification that A27 Chichester bypass scheme has been cancelled by the Secretary of State “The decision was dependent on the support and financial contribution of the local authorities and there was not clear consensus on the way forward’.

11. 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
WR/17/00688/DOM - Case Officer: - Maria Tomlinson - Other Dev - Householder Developments	Ms Gaynor Waterman Park Hill Durbans Road Wisborough Green RH14 0DQ Replace existing garage with single storey pitched, barn end and cat-slide roofed 3-bay garage. <u>No Objection</u>

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

Application No:	Applicant and Reason	Decision
SDNP/16/06335/FUL	Mr & Mrs M Wakelin Luttmans Farm, Brick Kiln Common, Wisborough Green, West Sussex, RH14 0HZ Change of use of self-contained annex for family members to separate dwelling.	REFUSE Intensification of site Harmful impact on character and experience of area

- c. Enforcement Matters: Nothing to report.

- d. Planning Appeals: Nothing to report.

12. Finance:

- a. Donation Requests: A list of requests received over the year, along with details of the payments agreed for last year, was circulated for consideration. The Chairman reminded members that the Council had previously agreed that only those organisations which had made a formal request and demonstrated benefit to the village would be supported. Councillors discussed the policy further, with concern being expressed that some charities spent large amounts on management fees. It was agreed that this would be considered further next year, but the following donations would be made, acknowledging the importance to the village:

The Royal British Legion	£100	Wreaths and donation - paid in 2016 and to be paid in November 2017
Wisborough Green Minibus	£300	Increased by £50 on last year (budget figure)
Air Ambulance	£200	
St Catherine's Hospice	£100	

The Clerk gave explanation to the S137 expenditure, confirming that the out of village payments would be made using this power and advising that the S137 rate for 2017/18 had been increased from £7.42 to £7.57 per elector.

The donation requests from Revitalise, Arun & Chichester Citizens Advice and Victim Support were declined.

- b. Accounts for Payment: The Clerk displayed the Payment List for March 2017, which was approved. The income received was noted.

Payment Method	Date	Total Paid £	Payee	Details
DDebit	13.03.17	43.44	Chichester District Council	Rental & emptying of Pavilion waste bin (March)
DDebit	13.03.17	60.80	Chichester District Council	Rental & emptying of V Hall bins (March)
DDebit	12.03.17	34.20	Plusnet	Village Hall Broadband
CH3114	21.02.17	120.00	E P Clark & Co Ltd	Repair of manhole
CH3115	21.03.17	1003.18	Pyzer Cleaning Services	Public toilet cleaning & supplies for Jan/Feb
CH3116	21.03.17	174.00	Sussex Land Services	Clearing of ditch by crossroads
CH3117	21.03.17	121.35	Arun District Council	Printing for traffic consultation
CH3118	21.03.17	12.93	Southern Water	Allotment water – closing of account
CH3119	21.03.17	48.00	SSALC Limited	Clerk's attendance at Spring Conference
CH3120	21.03.17	2389.72	West Sussex County Council	Clerk's salary for February and backdated increase
CH3121	21.03.17	912.60	I F C Davies	Village maintenance items and clearance relating to Workhouse during 2016/17
CH3122	21.03.17	64.30	L N Davies	Mileage to Chichester, office expenses and postage
CH3123	21.03.17	1400.00	B Twelvetrees	Annual litter picking contract
CH3124	21.03.17	530.40	Surrey Hills Solicitors LLP	Village Hall Lease and registration
CH3125	21.03.17	600.00	EcomSolutions	Initial payment for new village website
Total		7514.92		

Payments Received

BACS	13.03.17	5302.83	HMRC	VAT repayment
BACS	16.03.17	16.00	Mr G Allan	Allotment rent for 2017/18
BACS	17.03.17	120.00	Fishers Farm Park	Donation towards public toilets

- c. Bank Reconciliation: HT confirmed that he had checked and agreed the Bank Reconciliation for the period ending February 2017 for the Parish Council's business account.
- d. Statement of Accounts: The Clerk presented details of the actual year to date figures against budget and highlighted the budget headings where further expense was anticipated. The financial year closed on 31st March and the year end accounts would be prepared. It was agreed that the Finance Committee would meet prior to the April meeting to review accounts and consider reserves. The internal audit would take place on Tuesday 25th April 2017. There were no further questions.

Clerk

13. Policies: Two new policies, Social Media and Retention of Documents, had been circulated to all in advance of the meeting. There were no further questions. It was proposed by the Chairman that the policies be adopted as tabled; unanimously agreed.

Clerk

14. Other Reports:

- a. Village Hall: SO advised that the working group met with the architect on 2nd March to consider CDC's and the consultation comments. The architect was now amending plans for further discussion before submitting a planning application.
- b. Allotments: The Clerk provided the following update.
- Plots had been divided and allocated to those on the waiting list; the tenancy agreements would be issued.
 - The large bottom plot was now being worked well. The tenant had installed a new water tap and it was his intention to erect a greenhouse on the plot; members had no objection.
 - The condition of some sheds was being monitored in terms of safety and appearance; some required attention.
 - The bee nest in the Scout Hut wall was again active. The Scout Group had been asked to take action as the bees became aggressive last year and stung an allotment holder. As the Scout Group Chairman, AJ acknowledged this request.
- c. Pavilion: Nothing to report.
- d. The Green: The Green Coordination Group met on 14th March 2017 and minutes of the meeting circulated to all for information.
- Green Repairs: AB gave explanation to the planned course of action to top dress and oversee the football pitch and to verti-drain, weed kill and fertilise the whole Green at a total cost of £2710. Members agreed to the proposal and to contribute the full budget figure of £1500 on the understanding that the Sports Association would fund the balance. AB to confirm arrangements in consultation with the Clerk.
 - South End Improvements: The Cricket Club was concerned about the undulations but AB was not convinced that there was the impetus to resolve. The Fair operators had agreed to move behind the Pavilion and to the north end for this year, but unless a permanent move could be encouraged, ongoing use would negate any repairs and the investment. The Clerk had offered to help with funding applications, but AB felt that the Cricket Club should lead.
 - Temporary Lighting: As the existing Pavilion lights had broken, temporary lights had been loaned to the Football Club for Tuesday evening practice behind the Pavilion, being switched off at 9.00 pm. Members had no objection to this arrangement, and if similar to previous illumination, had no objection to the reinstatements of lights on the Pavilion for this purpose.
 - Localised Drainage Improvements: Under the direction of AB, a Football Club working group had repaired about 100m of drainage last autumn, which had made a considerable difference to the problem areas. With Parish Council permission, the Club would like to address some further areas; agreed.
 - Potholes: Members authorised the repairs in the west road.

AB/Clerk

AB
Clerk

15. Any Other Matters to Report:

- a. The Clerk advised that the Sideshows Society, which organised the Annual Christmas Party and originally the August Fete, had now closed. It was agreed that the Parish Council send a letter of regret and thanks to the Society.
- b. It was highlighted to the Clerk that Bellmans Auctioneers occasionally received papers relating to Wisborough Green. Bellmans had agreed to inform the Clerk accordingly and the History Society would view to gauge value to the Parish. Members to be advised if records of historical interest were for auction and a decision at the time would be made.
- c. The Clerk had been approached by a member of Climbing Bears who was organising a small Easter Hunt on 6th April. She requested permission to put up some small signs for the children to follow. Members had no objection on the basis that all risks had been considered and signs were removed.
- d. The Clerk had attended the 'The Penshurst Reflects' memorial at Penshurst in Kent and provided PD with promotional literature; she confirmed that it was a powerful memorial. PD advised that plans were being progressed and he hoped that Wisborough Green would be included in 2018, confirming that he had informed the Vicar.

Clerk/KC

Clerk

Clerk

16. Date of Next Meeting:

- Planning Committee Meeting on Tuesday 4th April 2017 at 8.00 pm.
- Parish Council Meeting on Tuesday 18th April 2017 at 7.45 pm.
- Annual Parish Meeting on Thursday 20th April 2017 at 8.00 pm.

Part 1 of the meeting closed at 10.00 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.

17. Village Hall Lease: Explanation for the need to update the Lease was reiterated. The Village Hall Trustees had met last evening to discuss the terms; a copy of the minutes would be circulated to members shortly. The Trustees supported the provision of a new 99 year Lease. Minor amendments to the circulated draft would be required to reflect the Hall's operation, eg, no overnight use would need to be removed (used for Brownie camp) and no use for more than 24 hours – again needed for Brownies and preparation for larger events. The Trustees were also supportive of safeguards to protect both parties.

The Trustees had suggested that rather than a fixed rent and then fixed formula based review as detailed in the draft Lease, this be changed to a percentage of the residential income plus £1 peppercorn for the community element. Reviewed on a 3 yearly basis, this would then take account of rent increases and fluctuations. There was some discussion as to the correct percentage in line with previous discussion. It was agreed that legal guidance should be sought on the percentage parameters, but the general principle of a percentage and Lease were agreed.

The Clerk advised that the Land Registration application was being progressed.

There being no further business, the meeting closed at 10.10 pm.

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Chairman

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Date