

# Wisborough Green Parish Council

## Draft Minutes of the Parish Council Meeting to be agreed on 16<sup>th</sup> April 2019

Date: Tuesday 19<sup>th</sup> March 2019

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

Apologies: Mr P Drummond (PD) (Chairman)

In Attendance: Mrs L Davies, Clerk  
Cllr J Ransley, District Councillor

Members of Public: 11

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

Action By

1. Apologies for Absence: Apologies were received and accepted from Mr Drummond.
2. Declaration of Members' Interests: As Newpound Lane residents, SO and AJ both advised that knew the applicant for the Fishers Farm application and nearby residents for many years. No other interests were declared.
3. Minutes of the Last Meeting: The Minutes of the last meeting held on Tuesday 19<sup>th</sup> February 2019 were approved as a true record and signed by the Vice-Chairman.
4. Minutes of the Last Planning Committee Meeting: The Minutes of the last meetings held on Tuesday 5<sup>th</sup> February and Tuesday 5<sup>th</sup> March 2019 were approved as a true record and signed by the Vice-Chairman.
5. District/County Councillor Update:

District Councillor (in attendance until 9.00 pm):

- A Council Tax increase had been approved at the last meeting.
- As a consequence of the Local Plan Review consultation, the Local Committee and Policy Officers had visited the north district which might have implications on housing allocation numbers; Mr Ransley would keep the Parish Council appraised.
- Work with Local Authority housing associations to develop a local housing strategy was now coming to fruition. Interest in providing affordable housing in rural areas had waned in recent years, but Mr Ransley was pleased to advise that a new not for profit housing association was showing interest. He was also hopeful that the Housing Allocation Scheme would be changed in a positive way to encourage the uptake of older properties and to allow access by younger people, particularly those who were currently living with parents. The South Downs National Park Authority (SDNPA) had increased the affordable element on sites to 50% within its Local Plan and this had been approved by the inspector. The viability and expense of properties in the northern district was a concern and there was a push to increase to this percentage in the northern villages. The new strategy would be on consultation after the elections.
- Mr Ransley advised that he would not be standing in the forthcoming elections, but was intending to attend next month's meeting.

County Councillor: Not in attendance.

6. Public Questions: The Chairman invited members of the public to address the Council.
  - Mr Rollings, the applicant for the Fishers Farm application, gave explanation to the revised plans which had reduced the number of parked cars from 175 to 137 and was 2.5m clear of the flood plain. Unfortunately, Chichester District Council (CDC) had requested the removal of the landscaped bund as it was an unnatural feature in the landscape. He was disappointed with this decision as it could have been sculpted and planted in a sensitive way. Mr Rollings expressed his reservations that on-road parking would be a continued problem if spaces were reduced further. He explained that that at the recent half-term, many people had not wished to park in the road and as such, more cars had been accommodated within the park. It was very stressful for all concerned and put added pressure on the staff, particularly with hostility from frustrated visitors. It had been

a problem for a long time and whilst he could understand residents' concerns, there was validity and justification for the application.

Mr Tom Rollings gave further explanation to the use of the field and that the number of cars parked in the lane at half-term was indicative of visitor numbers in good weather, emphasising that the farm was not over full. It was the intention to landscape the site well, which had always been the farm's ethos, and neighbours would not be looking at cars; it would only be used when there was a need.

- Newpound Lane resident: Provided details of the timeline and the discussions held to date, highlighting that the neighbours had put forward suggested revised plans which the applicant undertook to consider. The revised plans were now as a result of these discussions, but were still unacceptable. He outlined the objections:
  - Number reduction did not change the effect on the surrounding environment; all but 11 spaces removed were near the stream.
  - No proven need had been demonstrated. The revised number remained disproportionate to the scale of the occasional overspill.
  - It was the permanent loss of an agricultural field represented by the application "Change of Use".
  - The proximity of the revised parking area had the same effect as the previous plan on the rural nature of Newpound Lane; key area of green area on entering the village changed forever.
  - The current green belt surrounding Fishers would be gone.
  - Contravention of Neighbourhood Plan Policy remained unchanged.
  - Application raised the questions as to what point had the site reached capacity before it spoilt the rural nature of the surrounding environment, together with increased traffic.
  - Given that the revisions were considered minimal, residents requested that the Parish Council maintained its current stance.
  - The residents affected by the application wished to agree a compromise with the applicant from the start, and if a significantly reduced area and numbers had been put forward, along with the conditions relating to access, the residents' objection could have been withdrawn.
- Newpound Lane resident: Had been unable to attend previous meetings but comments had been read out. He fully endorsed the other residents' comments and objected to the application.
- Newpound Lane resident: Gave explanation to parking in the field having observed for the last 15 years. The field parking worked well but the occasional on-road parking occurred when ground conditions prevented the use. On-road parking was generally about 30 cars which allowed passing spaces in natural gaps, commenting that the recent February half term had been exceptional. She had monitored cars daily and provided details; it was never a problem at weekends. As a resident, she was happy to accept some degree of occasional road parking highlighting that it was a driver's legal responsibility not to cause an obstruction and to drive carefully. It was such an infrequent occurrence, she felt that the application was disproportionate to the loss of a green field. She expressed concern that conflicting information had been provided in relation to visitor numbers.
- Newpound Lane resident: Highlighted that the green belt was important to provide privacy and reduce noise and disturbance. Fishers had originally been established as a farm park within a rural area. The proposal was not in keeping with the surrounding area or Neighbourhood Plan and nowhere else in Wisborough Green was there car parking abutting residences. There was a precedent at other parts of the village to maintain a green zone between parking and residences, the Bat & Ball being given as a local example. The impact of the amended plan would be to remove an important green boundary and create a parking zone as Wisborough Green was entered. The proposal was disproportionate to the objective need which was unproven; no objective rationale had been provided. If 40 extra spaces were provided then on the recent half-term days there would have been between 5 and 33 cars in the lane. No scales or levels had been provided, and with the central mound of the field, either excavations or earthworks would change the landscape and cars would be very visible to neighbouring residences. There was almost no screening on the western boundary and the amended plans had only removed parking by the stream as instructed by CDC. As the scale had not been included, he had undertaken measurements and believed that the proposed parking would cover the whole field. He highlighted that other businesses had to manage parking difficulties and expressed his frustration that resolving difficulties for one party would then impact upon others.
- Newpound Lane resident: He opposed the permanent loss of an agricultural field, could see no justification for the 137 spaces and believed that a green margin should be retained around the Farm Park. He provided members with a copy of the parking space design marked up where he believed there were mistakes in

measurements. He believed that insufficient space had been allowed between the rows and margins and provided car measurements to illustrate. He believed that the plan was incomplete and not a realistic layout of what would be required.

- Butts Meadow Resident: Expressed her concern at the speed of traffic in Kirdford Road and requested that a bus stop sign be installed for the waiting area to raise awareness to passing traffic. She used the bus stop with her disabled daughter as well as many elderly people and currently did not cross over until the bus was in sight.

## 7. Planning Application –

WR/18/03350/FUL - Case Officer: Kayleigh Taylor  
Mr T Rollings  
Fishers Farm Park Newpound Lane Wisborough Green Billingshurst  
Change of use of agricultural field to provide hard standing with associated works for an additional 1737 parking spaces for Fishers Farm Park existing visitors.  
O.S. Grid Ref. 505852/126780

Members discussed the revised proposal in detail. All agreed that the Parish Council was supportive of providing additional on-site parking to reduce the on-road parking and improve safety, acknowledging the importance of Fishers Farm Park to the village and local economy. The Parish Council aspired to seek an acceptable compromise for all, however, this proposal was not that compromise and it was agreed by the majority to OBJECT to the current proposal for the following reasons, and those submitted previously:

- The proposal still represented a very dramatic change to the vista, and not just for the residents, but all using the lane. The removal of an agricultural field and introduction of a hard parking area would have a significant impact upon the character of the area, contrary to Neighbourhood Plan policy.
- The greenbelt around Fishers Farm Park would be lost which would be detrimental to the area. A similar application at the Bat & Ball was reduced to retain the greenbelt.
- Sandstone was the wrong material and would have a negative impact upon the vista and character area. Grass crete should be considered as an alternative.
- Lack of data and justification for number in application. Residents' observations suggested that it was an occasional concern involving usually up to 50 cars on a small number of days each year. What was the justification to provide 137 spaces? The application stated that this was to support the existing business and not increase visitor numbers.

It was agreed by the majority that a reduction in the number of hard standing spaces to address most of the on-road parking was required to allow the Parish Council to support the application. These spaces to be positioned away from Newpound Lane, with appropriate landscaping; the grass field to be retained and used for parking when ground conditions permitted, as currently. Drainage and the use of more robust grass in this area could increase use. Reducing the number and moving away from Newpound Lane would retain the greenbelt around the Park, openness and rural character of the area, and reduce the impact upon neighbours.

8.55 pm – the members of public left the meeting room

## 8. Report on On-going Matters:

PD

### a. Traffic Management Plan:

- School Traffic Meeting: SO attended a meeting at the school on 7<sup>th</sup> March, the first meeting in a year. The issues raised related to the road signage: a request to change the sign by the Green to be school rather than playground to highlight the School's existence and the sign in Newpound Lane still needed to be slightly altered and cleaned to improve visibility. SO answered questions about Songhurst Meadow and the new access to the school. The school was oversubscribed, although Billingshurst was under subscribed, given National Policy of parental choice, the school traffic and parking situation would continue. The Stop-n-Drop had been successful in alleviating, but there was still a problem with pavement parking outside Garmans. Comments made by attending parents demonstrated a lack of understanding of the role and responsibilities of the Parish Council. Explanation to the community highways scheme and pavement connectivity was given. Members agreed that the signs should be reported to WSCC Highways. Clerk
- Durbans Road Speed Reduction: The Clerk confirmed that a request for a meeting with the WSCC Cabinet Member for Highways and Infrastructure had been sent but no response to date. To follow up. Clerk

- Durbans Road Pavement: Runnymede Homes confirmed that it had submitted an application to remove the unnecessary pavement and was currently receiving mixed messages from the Highways Department and CDC Planning, but would pursue.

9.00 pm – Mr Ransley left the meeting room.

- b. New Sports Pavilion: Following the last working group meeting, AJ had continued to work on an emerging design; plans were displayed. He gave explanation to the floor area, size and roof details and advised that he had undertaken a proof of concept to ensure that all needs could be accommodated in the internal space. These plans had now been shared with Wisborough Green Sports representatives with a further meeting to discuss in detail planned for tomorrow, 20<sup>th</sup> March 2019. It had been suggested that this could be a more expensive built and as such, a rectangular building was an alternative option but to break the roofline, AJ would propose gables. Members offered broad support to the emerging design but would require full plans and details for final approval.

Wking Grp

- c. Wisborough Green Sports: The Parish Council's solicitor had responded to say that, if all parties were in agreement to the Lease assignment, legal costs would be under the increased quotation of £2500; he had to make allowance for any unforeseen difficulties.

- f. Junior Sports Practice Facilities: The Parish Council had received residents' concerns in relation to the Stable Field application; circulated. Members discussed and agreed that this provision was to replace the Collards Field which had been used successfully for a number of years. Although traffic concerns were a legitimate concern, measures, as detailed in the Design and Access Statement, would be put in place to ensure safe passage of juniors to the facility. It was the intention that parking would be around the Green as existing. Comments were noted and it was agreed that the Clerk should draft a response for circulation.

Clerk

- g. Neighbourhood Plan: SO advised that good progress was being made, with policy and site assessment work being undertaken by two groups. The independent report by Chapman Planning had now been received and would provide the methodology for site assessment. It was the intention to circulate a community questionnaire in early June with a consultation event planned for Friday 28<sup>th</sup> and Saturday 29<sup>th</sup> June. A further Locality grant fund application to cover questionnaire and consultation costs for the next year would be submitted and an application made for further Locality support as considered necessary. Members supported this action.

h. Clerk's Report:

- Possible Youth Club: The Clerk had been advised that two residents were keen to establish a Youth Club in the village. Having been involved in the establishment of the club in 2010, she had arranged to meet on Thursday and would report back at the next meeting. Members were delighted to offer support particularly as the Purple Bus report identified a need, however, AB was aware that an approach had been made to the Sports Association for a Monday evening and as such, members agreed that a club should not be in direct competition with the Scouting movement.

Clerk

- Tree Surgery: The tree surgeon had submitted an application for the work on the willows. Members agreed that the Clerk should submit the Parish Council's positive response on receipt of application details.

- Carters Way Hedge and Ditch Clearance: Residents planned to plant some hedging and verge bulbs at their expense and would continue to maintain in order to improve the appearance. Concern had been raised about recent vegetation clearance and ditching in the Green lane but this had been undertaken by the local landowner at the request of CDC due to flooding issues; CDC had given explanation to the resident.

- Community Notice Board: Unfortunately, the board outside the shop had been destroyed by a car which mounted the pavement; fortunately no one was hurt. The driver had accepted responsibility and a quotation for a new board and installation had now been submitted. The Clerk would order when acknowledgement was received.

Clerk

- Litter Warden's Report: The warm weather had increased the use of the Green over half term and therefore litter. The verge opposite the Butts Works required repair.

- Community Litter Pick: Members were reminded that a litter picking session had been organised for Saturday 6<sup>th</sup> April meeting at the Sundial at 2 pm.
- Annual Parish Meeting: The meeting would be held on Thursday 25<sup>th</sup> April at 8 pm. Members agreed that a Neighbourhood Plan Review update would be useful and that no other speaker was required. The Chairman to organise refreshments. PD
- Forthcoming Elections: Members were reminded that the Clerk would need to receive nomination papers by 9.00 am on Monday 1<sup>st</sup> April at the latest to take down that day; the cut off was 4.00 pm on Wednesday 3<sup>rd</sup> April.
- Glebe Barn: The property owner had advised that he still required the 'hump' to protect his property from surface water run-off. The Clerk would follow up with E P Clark. Clerk

9. New Items for Discussion:

a. Use of Green by Wisborough Green School PTA: A request had been received to use the Green for the school fair on Saturday 15<sup>th</sup> June 2019, the date having been cleared with WG Sports. Details for the event would be similar to last year, set up from 8.30 am with the fair open from approximately 12 noon finishing at about 5 pm. The Live Music event would not be held, so the Green should be completely clear by 7-8 pm. The theme was 'Beside the Seaside' with beachy-themed activities and the possibility of a few portable sandpits for the younger children. The usual stalls, bouncy castles and a helter-skelter would be included. Members were delighted to support the event. Clerk to issue Agreement form. Clerk

b. Kirdford Road Bus Stop: A resident had contacted WSCC regarding the bus stop and following inspection, WSCC had made improvement recommendations; details had been circulated. The resident, however, requested that a bus stop sign be installed to make passing motorists aware. Members agreed and asked the Clerk to contact WSCC. Clerk

c. Risk Assessments: Assessments had been completed and the following actions agreed:

**Benches**                      General observation that most benches had lichen or algae to some degree. Regularly used benches by bus stops to be cleaned and treated. Few repairs required.

**Village Centre**              Verge Repairs: To be undertaken when weather conditions improved. Area under junior cross bar to be repaired.  
Parking Stoppers: Installation previously agreed; Clerk to chase contractor.  
Pavilion: Wisborough Green Sports to be asked to maintain the area around the Pavilion and to remove unnecessary/hazardous items.

**Public Toilets**                Mould on loft hatch and general cleanliness; Cleaner to undertake deep clean.

**Village Hall Car Park**        Lighting: Noted that new lights had now been installed by the Village Hall Committee.  
Pothole and blocked drain: Clerk to organise repair.  
Disclaimer Sign: Agreed to installation. Clerk to purchase.

**Bus Shelter**                    Installation of reflectors: Being positioned away from the road and with no known incidents, it was agreed that reflectors were unnecessary.

**Playground**                    Surfacing: Included as a 2019/20 project.  
Signs to discourage fence climbing: Agreed unnecessary as not a risk identified in the annual ROSPA inspection.  
Signs/covers for gate hinges: Agreed unnecessary as not a risk identified in the annual ROSPA inspection.  
Rubber perishing on swing and cradle swings: Undertake remedial repairs and include replacements in next year's budget.

**Village Paths**                    Quotations being obtained for identified repairs.

**10. Correspondence:** Details of correspondence received since 20<sup>th</sup> February 2019 was distributed prior to the meeting and displayed:

- Fittleworth Parish Council - submitted their Neighbourhood Plan, to the South Downs National Park Authority (SDNPA) on 23 January 2019, for examination. Following a legal compliance check, the SDNPA has now published the Fittleworth Neighbourhood Plan (FNP), for consultation from Friday 22<sup>nd</sup> January 2019 to Friday 12 April 2019. All representations made as part of the consultation will be sent to the examiner, for consideration alongside the plan.
- WSCC – Update on Public Rights of Way inspection cycle, ranger and process to report issues.
- Rural Services Network – weekly Rural Bulletin – circulated.
- CDC – details of parking management plan in Chichester.
- WSCC – Details of scheme to improve broadband – those with download speeds of less than 2Mbps can be helped with access to a service that will offer speeds of at least 2Mbps via a subsidised satellite or wireless broadband installation.

MN

People affected may apply for a voucher code which will cover most of the cost of installation and commissioning of the broadband service, typically reducing it by £350. Please note that the applicant is then responsible for paying the monthly subscription for the service selected for a minimum period of 12 months. **MW agreed to review local broadband speeds and ascertain if publicity was required.**

- Rural Services Network – weekly Rural Bulletin – circulated.
- SALC - On Friday 24<sup>th</sup> May 2019, SALC representatives will be holding their biannual meeting with Giles York, Chief Constable of Sussex Police. Any strategic or unresolved topics to be forwarded by close of business on Thursday 9<sup>th</sup> May 2019 at the latest.
- SALC - With the 75<sup>th</sup> anniversary of D Day on 6<sup>th</sup> June and the 80<sup>th</sup> anniversary of the outbreak of WWII on 3<sup>rd</sup> September, opportunity to apply for attendance of military personnel at commemoration events. Details and application form provided.
- Letter sent by Billingshurst Parish Council to Chichester College in relation to the cutting of mechanics courses at Brinsbury. Highlighted that the Harwoods' planning application was supported by a Statement of Educational and Training links at Brinsbury Campus. Being referred to Horsham District Council as links contained in S106 agreement. Response from Chichester College re course cut at Brinsbury – low attendance, lack of funding, finish end of this year, places at Crawley and Chichester with better facilities – help with transport costs.
- CDC - Error on the previously distributed election timetable: election count is not on Thursday, 2 May 2019 but Friday, 3 May 2019. Circulated.
- Rural Services Network – weekly Rural Bulletin – circulated.
- SDNP - National Park Newsletter & South Downs Design Awards – circulated
- SALC Weekly Bulletin – circulated – details of bi-annual meeting with Chief Constable Sussex Police and Election details.
- 24 emails in relation to Fishers Farm following circulation of email by Fishers and notices left on cars. A few residents but mostly visitors to the park supporting the attraction and parking proposal. Most comments also copied to CDC so will be available on the CDC website.
- CDC – Gambling Act 2005 - Consultation on revised draft Statement of Policy 2019-2022  
Closing date for comments - 10<sup>th</sup> April 2019.

**11. Planning:**

- a. **Planning Applications:** The following applications were reviewed. Application details had been circulated in advance of the meeting and were displayed.

SDNP/19/00425/HOUS	Mr R Haythornthwaite North Springs Horsebridge Hill Wisborough Green West Sussex RH20 1JP Construction of 1 no. tree house <u>No Objection</u>
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. O.S. Grid Ref. 505683/126693 <u>No Objection</u>

b. Chichester District Council Planning Decisions: No decisions to report.

c. Planning Enforcement:

Great Meadow, Petworth Road: Following a site visit, CDC advised that the roof materials were in accordance with the discharge of conditions approval WR/17/03678/DOC. On this basis, no breach of planning control had been identified and the Council's file was now closed.

12. Finance:

a. Bank Reconciliation: HT had agreed the Bank Reconciliation for the period ending 28<sup>th</sup> February 2019 for the Parish Council's business account.

b. Accounts for Payment: The Clerk displayed the Payment List for March which was approved.

Payment Method	Date	Total Paid	Payee	Details
3325	04.03.19	232.00	WG Sports	Donation to planning fee for Stable Field
3326	19.03.19	30.00	S Redpath	Refund of Allotment Deposit
3327		90.00	K Twelvetrees	Tree planting
3328		493.80	Pyzer Cleaning Services	Public toilet cleaning and supplies
3329		100.00	St Peter ad Vincula PCC	Newsletter insert into Parish Magazine
3330		90.00	Arun District Council	Newsletter printing
3331		1550.49	West Sussex County Council	Clerk's salary for February and payroll charge to end March 19
3332		198.30	I F C Davies	Mortuary shed clearance, drain clearance, grit bin filling and installation of posts
3333		170.59	L N Davies	Office expenses, west road sign, dog bags, postage
DDebit	19.03.19	28.20	Plusnet	Village Hall Broadband
		<b>£2983.38</b>		

**Payments Received**

Cash	02.03.19	90.00	Allotment deposits
Cheque	19.03.19	20.00	Donation to public toilets from visitor – noted with thanks.

Natwest Bank had previously advised that cheque number 3291 to Pyzer Cleaning Services could not be cleared (no explanation given) and as such, a new cheque was issued. It subsequently transpired that, despite both parties receiving notification, the cheque was cleared. As such, cheque payments had been re-allocated against invoices and the last cheque to Pyzer Cleaning (Cheque No: 3321 dated 19.02.19) had been retained. Pyzer Cleaning confirmed payments were received. The cheque payments were now as follows:

Inv No	Inv Date	Payment Date	Cheque No.	Amount £	Cleared Bank Account
37054	06.11.18	20.11.18	3291	493.80	05.12.18
37125	30.11.18	18.12.18	3299	493.80	07.01.19
37231	01.02.19	04.01.19	3308	493.80	06.02.19
37250	29.01.19	05.02.19	3318	493.80	18.02.19

c. Financial Statement: The Clerk presented details of the actual year-to-date figures compared against the budget. Apart from the Telephone Kiosk grant funding, no further receipts were anticipated. In terms of outstanding payments, the two main payments were the CDC Litter Collection and Clerk Salary and any agreed donations. Unexpected expenditure had occurred during the year and as such, the Parish Council would need to consider the year-end position and impact upon reserves. A Finance Committee meeting would be called when the accounts had been closed. There were no further questions.

Clerk

Donation Requests: A list of requests received over the year, along with details of the payments agreed for last year, was circulated for consideration. Due to constraints upon the Parish Council's budget, careful consideration was given to each request. It was noted that the Air Ambulance was supported by the Fete Society and as such, the Parish Council agreed that it was unable to make a donation this year. The following donations were agreed:

The Royal British Legion	£100	Wreaths and donation - to be paid in November 2019
Wisborough Green Minibus	£300	
St Catherine's Hospice	£50	
Arun & Chichester CAB	£50	
4Sight	£50	

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 was currently £7.86 per elector, increasing to £8.12 for year-end March 2020; there were currently 1186 electors on the register.

- d. Payments and Internet Banking Policy: The policy was required to establish the procedure for the use of online banking. A proposed policy had been circulated in advance of the meeting and was formally adopted.

### 13. Other Reports:

- a. Village Hall: The project was now being progressed by the surveyor. A positive meeting was held earlier in the month which clarified the actions required to progress. Quotations were being obtained for a study into the provision of heating and hot water, an asbestos survey and a cost report by a quantity surveyor. The Village Hall Committee Chairman was pursuing grant funding from several sources and was investigating VAT relief and Gift Aid. A meeting would shortly be held to determine the design and budget for the new kitchen.

b. Allotments:

- The remaining plots were now being allocated and tenancies issued. Allotment rent request letters had been sent which included a reminder about water use, maintenance and insurance.

c. Green Coordination Group:

- A meeting had been arranged for Thursday 21<sup>st</sup> March. Ex Councillor, Mr Charman, had agreed to continue as a community representative, which was approved. It was agreed that HT would attend as a further Parish Council representative.
- As a result of the very dry summer, AB advised that the Green had suffered and moss was very evident where grass had died. Due to wet ground conditions, the verti-draining was not undertaken last spring with reduced verti-draining in the autumn. It therefore meant that additional work was required. In order to maintain the Green for general recreation, he proposed the following work be undertaken by Active Ground Maintenance which had provided the following costs:

Verti-drain outfield and football pitch	595.00	
Supply and spread 21 bags slow release fertiliser	730.00	
Spray with liquid iron (moss killer)	295.00	
Scarify the outfield and collect/dispose of arisings	450.00	
Supply and over seed the outfield	610.00	Total: £2680.00

The Football Club to finance the end of season pitch repairs, in addition to investment in Stable Field, as follows:

Supply and spread/brush into the surface 40 tons 80/20 4mm screened topdressing 1720.00 OR

Supply and spread/brush into the surface 40 tons washed sand topdressing 1380.00

AB advised that Active Grounds Maintenance was a specialist contractor that had been used for a number of years and was known to the Parish Council. He had recently obtained quotes for Stable Field and Active Grounds Maintenance had been the most competitive.

Members noted that this work was over budget but acknowledged that conditions last year had been exceptional and that regular work had improved the drainage and appearance of the Green. Members



authorised the expenditure of £2680 but agreed that the Finance Committee should review the implications for next year's budget and be mindful to increase the budget in future years.

Finance  
Com

d. Health & Safety: There was nothing to report.

e. Resilience Training: SO and the Clerk attended information sessions on 9<sup>th</sup> January and 13<sup>th</sup> February 2019. It confirmed that the village's Major Emergency Plan was comprehensive but SO and the Clerk would review. It was agreed that a future newsletter should include information to update the volunteers register and to satisfy data protection requirements. As a result of attending the sessions, the Parish Council had now been supplied with some emergency equipment.

Clerk

13. Any Other Matters to Report:

a. The Clerk reminded HT to speak with the police in relation to the Community Speed Watch incident. HT advised that further sessions would be organised when the weather had improved by which time equipment could hopefully be collected from Petworth or Midhurst. He highlighted that the approved sites had unfortunately little impact.

The Clerk advised that quotations had now been obtained for the provision of a temporary speed indicator device that could be moved around the village. This could be funded by Community Infrastructure Funding which would hopefully be released soon. In relation to Petworth Road, a permanent sign could not be installed due to location, power access and width restrictions.

b. SO highlighted that the lights at the Bat & Ball had still not been addressed and expressed concern at the lack of screening of large blue dustbins and the erection of a polytunnel. Lights and the polytunnel to be followed up with CDC and to make the screening suggestion directly to the owners.

Clerk

c. AB advised that a Pavilion gully was blocked and water was now flowing over the pitch. The Clerk advised that the gullies were cleared out before Christmas so it suggested that a perhaps a pipe was blocked that required jetting. AB to investigate initially.

AB

d. AB confirmed that he would speak with the owners of Park Cottage regarding the Watershed application to resolve the water runoff from Kirdford Road and flooding.

AB

e. AB highlighted that there had been a major accident at Boxal Bridge at the weekend; the police attended.

14. Date of Next Meeting:

Planning Committee Meeting on Tuesday 2<sup>nd</sup> April 2019 at 8.00 pm.

Parish Council Meeting on Tuesday 16<sup>th</sup> April 2019 at 7.45 pm.

Annual Parish Meeting on Thursday 25<sup>th</sup> April 2019 at 8.00 pm.

There being no further business, the meeting was closed at 10.30 pm.

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Chairman

.....  
Date