

# Wisborough Green Parish Council

## Draft Minutes of the Parish Council Meeting to be agreed on 16<sup>th</sup> November 2021

Date: Tuesday 19<sup>th</sup> October 2021

Present: Ms L Bartley (LB), Mr P Drummond (PD) (Chairman), Mr A Jackson (AJ),  
Mrs S Winship (SW), Mr H True (HT), Mr M Watson (MW), Mr T Worrall (TW)

Apologies: Mr A Burbridge (AB),

In Attendance: Mrs L Davies, Clerk  
County/District Councillor J Dunton

Members of Public: None

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

1. Apologies for Absence:  
Received and accepted from Mr Burbridge.
2. Declaration of Interests:  
PD declared that he was a good friend of the North Springs applicant.  
AJ declared that he was a neighbour to Songhurst Meadow, was involved with the Scouts and was a Village Hall Trustee.  
LB declared that she was a neighbour and friend of the North Springs applicant.  
The Clerk declared that she was a Village Hall Trustee.
3. Minutes of the Last Meeting:  
The Minutes of the meeting held on Tuesday 21<sup>st</sup> September 2021 were approved as a correct record and signed by the Chairman.
4. Minutes of the last Planning Committee Meetings:  
The Minutes of the meeting held on Tuesday 5<sup>th</sup> October 2021 were approved as a correct record and signed by the Chairman.
5. District/County Councillor Updates:  
Full reports had been circulated in advance of the meeting, summarised below:

**District Councillor** (Cllr Evans sent his apologies)

- Covid Update: Booster jabs were now being issued across the county; residents would be contacted. 17 and 16 year olds could now book vaccinations.
- Lagoon 3: A meeting took place on 5<sup>th</sup> October which discussed this unique, challenging, and complex case. A site visit by the Public Rights of Way team also took place on 9<sup>th</sup> September. A site visit noted no significant change, and a water sample was inconclusive. A further multi agency meeting would be held shortly. Legal opinion would be provided.

- Loxwood Claypit: 1500 objections had been submitted to West Sussex County Council (WSCC). Likely to be considered at the WSCC planning committee meeting on or around 9<sup>th</sup> November.
- Unauthorised Encampments on Chichester District Council (CDC) Land: CDC had been consulting with some local communities on further options to deter following recent unauthorised encampment which caused distress and excessive littering. CDC now looking at rolling programme of improvements; more available on the CDC website.
- Local Connection Tests: The decision to introduce a local connection test that must be met by people opting to buy a home as part of the Government's First Homes Scheme was discussed by Cabinet in September. The scheme was designed to help local first time buyers and key workers onto the property ladder by offering homes at a discount of 30% compared to the market price.
- CDC Staff Changes: The Divisional Manager for Housing, Linda Grange, was retiring. From 1<sup>st</sup> November, Kerry Standing would manage Housing, as well as Revenues and Benefits, and Pam Bushby would manage Communities and Customer Services from 1<sup>st</sup> October.
- Natural England's (NE) Position Statement for Applications within the Sussex North Water Supply Zone September 2021 – Interim Approach: NA updated at the recent CDC Development Plan and Infrastructure Panel meeting; a document was in the public domain. In summary, Toby Ayling, CDC Divisional Manager Planning Policy, made it clear that currently developments could not come forward unless they could prove they were water neutral. The Interim Report would not increase water usage. CDC was working on mitigation solutions so in due course development could come forward providing the mitigation was provided, but timescale was unknown.
- Face-to-face surgeries: Had now been resumed and details published.
- Cllr Evans advised the Clerk that he had been contacted by several residents objecting to The Cricketers Arms planning application; the Clerk had provided Cllr Evans with a copy of the Parish Council's response.

#### **County Councillor** (In attendance from 7.50 pm until 8.04 pm)

- Council Meetings: Face-to-face meetings in the Chamber had resumed.
- Budgets: County and District were both working on how to achieve balanced budgets for next year; it would not be easy.
- Queen's Green Canopy: Plant a Tree for the Jubilee. A good initiative for all Parish's. On other Tree planting issues residents, District & Borough Councils and local Groups can, for a fixed fee of £200 ask the WSCC to Plant and maintain a tree. Cost for the future of the tree will be covered by the County Council.
- Planning Difficulties: In the south of the District mainly related to the A27 and sewerage works. In the Southern Water Area, affecting the northern District where water was extracted at Hardham, water neutrality had stopped planning applications, apart from extensions and replacement dwellings. In answer to the Chairman's question, Cllr Duncton advised updates on the water neutrality concerns would be provided on the CDC website and that the Local Plan review was delayed due to both of these issues. TW highlighted that thousands of houses had been built in Billingshurst, all without water recycling and solar panels; an opportunity had been missed.
- Children's Services: Just had another OFSTED visit; progress was being made.
- A285: Road closure at the entrance of Seaford College due to a road collapsing in the recent torrential rain. Divers were now helping to identify the best scheme to repair. The road would be closed for some time with diversions to/from Chichester in place. **Members were**

**concerned that this had huge implications for many people travelling to Chichester and highlighted the vulnerability for rural parishes accessed over bridges.**

- Afghan Refugees: County was working with all the Districts and Boroughs to help refugees with housing and schooling.
- Waste Recycling: In the county, Chichester was second to Horsham, recycling 44% of the waste. In answer to SW's question, Cllr Duncton advised that food waste recycling was being trialled in several areas and if successful, would be introduced.

6. Public Questions:

There were no members of public present.

7. Report on on-going matters:

a. Gatwick Airport:

The Noise Management Board was mainly considering a work plan, but the current issue related to use of the second runway; PD would be preparing the Parish Council's response in discussion with the Clerk, as delegated at the last meeting. Details of the consultation had been published in the next newsletter and he encouraged all to respond by midnight on 1<sup>st</sup> December. It was almost inevitable that the project would go ahead but it was necessary to ameliorate use. A ban on night flights, which were not only intrusive but affected health, would make a significant difference. Night flights were already banned at Heathrow.

b. Village Green Levelling and Drainage:

MW reported that the work had been completed and with the rain and warm weather, the grass had germinated. Unfortunately, torrential rain had affected the sand and seed, causing settlement in the trenches and washing away some seed. Fundamentally, MW was pleased with the work, having checked numerous times during the installation. Further work to resolve the trench settlement and over-seeding was currently being discussed with AB, Wisborough Green Sports, and the contractor. Explanation was given to the work and materials required; it was important to ensure that the window to reseed was not lost. MW advised that he did not see this as a Parish Council cost. Thanks extended to MW for managing the project.

The road gully on the A272/Durbans Road junction was overwhelmed during the recent rain and created localised flooding. It also takes water from the Green and tree roots had been removed during the recent work. There was a suspicion that the pipe was blocked under the road and a CCTV survey had been suggested; the outfall was unknown. Although one quotation had been obtained, one contractor declined as it was on the highway and another failed to respond. **Members agreed that the concern should be reported to WSCC to action.**

c. Traffic Management Plan:

Petworth Road 40mph Buffer Zone: There had been no further contact from WSCC; **Clerk to follow up.**

Durbans Road Speed Reduction: WSCC had not responded to the request for information relating to other successful speed reduction applications in the locality. **Members agreed that a Freedom of Information request should be submitted.**

Automatic Traffic Count Site: SW advised that, after nearly 2 years, the data collection equipment by the pedestrian crossing had now been repaired. The information could be accessed via the WSCC website.

Acoustic Camera: There had been a reduction in motorbikes and high-performance cars through the village since the installation. SW was meeting the police this week to review data and discuss adjustment to the decibel level.

d. Songhurst Meadow Open Space:

A meeting to discuss the track had been arranged with Runnymede Homes for Wednesday 3<sup>rd</sup> November. **It was agreed that PD, MW and the Clerk would attend.**

e. New Homes Bonus:

Members were delighted to hear that CDC had awarded £4,482 funding for the Pond Restoration Project. The terms of the Agreement had been circulated in advance of the meeting and acceptance confirmed by Members. **Clerk to sign and return the Acceptance Agreement to CDC.**

f. Youth Provision:

With considerable help from a local resident, who was keen to be involved, a questionnaire was being compiled. It was proposed that the questionnaire would be accessed via a QR code promoted on leaflets and posters. Circulation would be before Christmas with notification/reminders to parents included in the Parish Council newsletter and December parish magazine. **Members approved the expenditure for printing the publicity material, at an estimated cost of about £50 or less. Questionnaire to be circulated for information.**

g. Rural Gigabit Broadband Voucher Scheme:

Openreach had previously identified two schemes for the village: 286 properties or 793 properties. Maps were displayed which showed the extent for both schemes, and that particularly for the larger scheme, it included a large number of properties in Kirdford and Plaistow parishes. Openreach had acknowledged anomalies in their computer system that produced these results. This had cost implications, caused practical difficulties in cross boundary communication and such a large scheme was not positively received by WSCC. TW would now provide Openreach with a list of village addresses (about 700) for a revised quotation. He also hoped to obtain information which identified where increased costs were incurred, such as to outlying properties, and whether these properties would require WSCC top-up. TW warned that compromises might need to be considered to make the scheme viable, funding was not guaranteed and a high percentage (perhaps 65%) of residents and businesses would need to commit. TW was thanked for making these enquiries and **members agreed with TW's action and that the scheme should be publicised in the newsletter.**

h. New Pavilion Plans:

Wisborough Green Sports (WGS) had advised that the planning application had been submitted to CDC; the planning application number had yet to be allocated. Members were pleased that it had been progressed and felt it important that all those in the village had an opportunity to comment, particularly those unable to access the planning details online. **Members agreed that WGS be requested to organise a consultation in the Pavilion, publicised widely in the village with posters as well as the Parish magazine. The extent of the new building should be marked on the Green, and leaflets with the planning reference number and CDC address to be available, to facilitate response. Plans could also be put on the inside of the pavilion windows in the interim. To allow for time for the consultation**

and to ensure that the event could be publicised in the Parish magazine, the Parish Council would request an extension to the response deadline, if required.

i. Clerk's Update:

- Co-option Update: Although advertised, there had been no expression of interest to date.
- Pond - Lily Clearance: Fortunately, the work had been undertaken before the heavy rainfall. Renewal of the fencing would now be arranged and further pointing quotations obtained.
- Glebe Field Tree Preservation Order: The TPO on the Scots Pine had been confirmed by CDC; no objections had been received. **Members agreed that some other trees in the area might warrant protection; TW to review and take photographs.**
- Contact with the Diocese regarding Glebe Field: No response had been received. **Members agreed a letter should be sent, utilising Recorded Delivery.**
- Scout Hut Lease: The Solicitor had been asked to re-send the Lease to the Scouts, copied to the Parish Council.
- Next Newsletter: Currently being prepared, TW to provide a Broadband update and SW on Community Speed Watch.
- Winter Management Plan: WSCC had confirmed the winter arrangements remained unchanged. A copy of their Public Liability Insurance certificate had been requested from E P Clark; **HT to follow up.** The Chairman advised that he would arrange the gritter modifications.
- Emergency Plan: The communication cascade required updating. **Clerk to provide HT with a data checklist for him to update the cascade.**
- 2022 Meeting Dates: Circulated to all. An error was noted; should read 15<sup>th</sup> February and not the 11<sup>th</sup>.
- The Queen's Jubilee Weekend: Ideas were now being considered by the Church and Wisborough Green Sports. An article advertising the weekend and asking for volunteers had been included in the newsletter.
- Covid Precautions: There were no longer any legal restrictions, but TW highlighted the increasing infection rate. Members agreed that meetings should continue in the main hall to allow plenty of space for social distancing. **Clerk to check Hall availability for next year.**
- Information Kiosk: Unfortunately, the map in the old telephone kiosk had recently been removed. Members approved the expenditure of approximately £100 to update and replace.
- Any Other Matters:
  - Three Crowns Noise Concerns: The Clerk confirmed that she had emailed the public house but had not received a read receipt. HT advised that the marquee had been taken down. Members agreed that a letter should be written to ensure that the concerns had been raised in writing.

8. New Items for Discussion:

a. Remembrance Day Closure:

If the application was successful, LB, SW, AJ and the Clerk would be in attendance to manage the traffic; HT was unable to attend. **The Risk Assessment, as circulated, was approved.**

b. Replacement Junior Goal:

WGS had previously indicated a willingness to replace the goal post. Members agreed that the current post was unsightly and being used by some as a swing bar creating a health & safety concern. **WGS's offer gratefully accepted, but members agreed that the post should be permanently fixed, have a net and be located in a similar position, to avoid balls going into the road. Parish Council approval of the design was required before purchase. To be included for discussion at the Green Coordination Group meeting.**

c. Basketball Net:

The current post was installed in 2007 to make use of the cricket net concrete base over the winter months. It had proved popular but in the summer months, when the cricket nets were erected, the post was moved to the back of the Pavilion on grass. This surface was not conducive for basketball particularly when wet and muddy. A post/hoop would be donated to the Parish Council if a new base was provided. **Members agreed that a further area was desirable. To be included for discussion item at the Green Coordination Group meeting.**

d. Replacement Noticeboard:

The noticeboard at the Cricketers crossroads was installed in 1998 and suffered storm damage earlier in the year. It had been repaired over the years, but replacing a door was more difficult. **Members agreed that the Clerk should obtain replacement quotations for discussion at the next meeting.**

e. August Bank Holiday Marquee:

The Horticultural Society Committee had made the decision that it would continue using the Village Hall as a venue for the August Show. The 2021 Show had been a success and at a fraction of the cost of hiring a marquee. If the Parish Council wished to hire for the village, the Horticultural Society would be willing to rent from the Parish Council. Although the Horticultural Society had previously sold space for a vintage sale and to WGS for fundraising activities, members felt that the use had not always been reliable. Hiring a marquee exposed the Parish Council to financial risk as well as potential VAT implications for renting. **Members agreed that, due to the cost and as the Village Hall had been a good solution, it would not hire a marquee but would monitor in future years.**

f. Happy to Chat Bench:

The proposal was to install a sign on an existing bench to promote conversation. It was an idea being adopted by many Councils, particularly post Covid. **Members approved the purchase of a sign, up to an approximate cost of £30, to be placed on the corner bench opposite the shop.**

g. Christmas Projection/Tree for 2021:

Explanation was given to options tried in the past, traditional Christmas tree, lights on a Horse Chestnut tree, projection on the Church. **Members considered and agreed to the projection. Clerk to speak to the Vicar regarding the design.**

9. Correspondence:

Details of emails and letters received
GACC Newsletter 127 – Gatwick's Big Enough – circulated.
Rural Services Network – The Rural Bulletin.

WSAL – details of Queen’s Platinum Jubilee Beacon.
CDC – link provided in relation to advice of Natural England in relation to planning applications and joint study to investigate further – circulated.
Rural Services Network – The Rural Bulletin.
GACC Newsletter 128 – Key facts about Gatwick expansion and draft consultation response. Circulated
CAGNE – notification that WSCC to debate whether to support Gatwick plans and use second runway on 22 <sup>nd</sup> October. Circulated.
Rural Services Network – The Rural Bulletin.
PCSO Neil Billingham – September update.
Town and Country Planning Association – invitation to join – annual membership £90.00 for first year.
SDNP – availability of recording of webinar ‘Natural Recovery’ now available.
WSALC – recording of Chair’s forum on 13 <sup>th</sup> October – forwarded to PD.
WSALC – latest Rural Crime Team update – circulated.
SDNP – October Newsletter.
Carters Way Resident – highlighting that street lights current do not go off until 1.30 am – 25 years ago used to go off at 11pm. Spoils the feel of the village and causes light pollution. <b>Clerk sent an enquiry to SSE to find out about timings/process to change and would follow up.</b>
Newpound Lane resident – highlighting those new lights had recently been installed at the school. Car Park lighting had improved but new additional lights on the school building were on all night and very bright. He had contacted the school and suggested the lights be on a timer. The School had now advised that the lighting team had not yet completed their work, but issues raised would hopefully be addressed. Currently do not have a completion date. The resident was concerned that there was no completion date and could not understand why they have been turned on for all night operation. <b>It was noted that the lights were off this evening. Members agreed to monitor and would raise with the school if an improvement was not evident.</b>
Rural Services Network – The Rural Bulletin.
WSALC – Queens Green Canopy – free saplings available and being promoted in W Sx. <b>Members agreed that there was a possibility to plant at Songhurst Meadow; Clerk to make further enquiries.</b>
Andrew Griffiths MP – offering to support applications for grants or funding. <b>To be circulated to village organisations.</b>

#### 10. Planning

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

Application Number	Application Details
WR/21/02842/TCA - Case Officer: Henry Whitby	Louise Davies Recreation Ground A272 The Luth To Durbans Road Wisborough Green RH14 0BN Notification of intention to reduce length on 1 no. north facing lateral lower branch by approximately 3 metres, on 1 no. Horse Chestnut tree (T55). O.S. Grid Ref. 504913/126030 <u>The Parish Council supported this application.</u>

SDNP/21/04856/H OUS - Beverley Stubbington	Mr Richard Haythornthwaite North Springs , Horsebridge Hill, Wisborough Green, RH20 1JP Erection of a two storey extension, single storey extension, alterations to roof with double pitch and tapered valley and extension of pitched roof over existing gallery, remodelled cloakroom and entrance hall with flat roof and associated site landscaping works. O.S. Grid Ref. 502613/121413 <u>No Objection</u>
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b. Chichester District Council Decisions:

Application Number	Application Details	Decision
WR/21/00373/DO M - Case Officer: William Price	Mr & Mrs Simon Edwardson Sylvastones 4 Wisborough Gardens Wisborough Green RH14 0EB Proposed ground floor front extension, single storey rear extension and first floor side extension. O.S. Grid Ref. 505588/125625 <b>Inconsistency in including a condition relating to dusk to dawn blinds was noted. Clerk to write to CDC to highlight and advise that support to preserve dark night skies would be appreciated.</b>	PERMIT Restrictions on exterior lighting

c. Enforcement:

Burdocks, Fittleworth Road: Advice in relation to the house sign had been sought from CDC but no response to date. A new light for the yard had been noted, to be reported to CDC.  
Coed Afal, Petworth Road- Removal of a section of boundary wall and clearance of ground:  
CDC Enforcement had confirmed receipt of the enquiry and allocated as 'high priority'.

11. Finance:

a. Bank Reconciliation:

HT confirmed that he had checked and agreed the bank reconciliation for the Barclays Community Account for the period ending September 2021

b. Accounts for Payment:

The Clerk displayed the Payment List for October which was approved.

**Online payments for the Barclays Community Account**

Payment authorisation failed on 7<sup>th</sup> September so re-entered and authorised 5<sup>th</sup> October.

Payee	Amount £	Description
West Sussex County Council	1,909.55	Clerk's salary for August
Steeple Graphics	60.00	New car park signs
	<b>1,969.55</b>	



Payment entered on 19<sup>th</sup> October unless stated otherwise.

Payee	Amount £	Description
BHIB Limited Paid 4 <sup>th</sup> October 2021	1,303.99	Annual insurance
WG Village Hall Paid 4 <sup>th</sup> October 2021	10,000.00	CIL contribution towards refurbishment project (First payment)
WG Village Hall Paid 4 <sup>th</sup> October 2021	14,565.16	CIL contribution towards refurbishment project (Second payment)
Turfdry Limited Paid 15 <sup>th</sup> October 2021	26,117.80	Village green drainage & levelling (First payment)
Turfdry Limited	50,000.00	Village green drainage & levelling (Second payment)
Sussex Land Services	669.00	September grass cutting
Pyzer Cleaning Services	696.30	Cleaning of public toilets, supplies additional weekend cleans & deep clean
West Sussex County Council	1,909.55	Clerk's salary for September
WG Sports CIO	5,577.00	CIL contribution to planning fees for new Pavilion
Mr P Townsend	30.00	Path repair at allotment site
Mrs L N Davies	214.49	IONOS Website hosting & Email, Computer virus protection, bench plaque, dog waste bags, latex gloves for litter picking, HP Instant Ink
	111,083.29	

#### Direct Debit Payments from Barclays Community Account

Date	Amount £	Payee	Description
06.10.21	251.90	NEST	Pension contributions for period 01 to 30 Sept 2021
19.10.21	29.54	Plusnet	Village Hall Broadband
26.10.21	52.64	Business Stream	Allotment water 19 July – 11 October 2021
	<b>476.16</b>		

#### Payments to Barclays Community Account

Date	Amount £	Payee	Description
11.10.21	3,843.00	Wisborough Green Village Hall	Lease payment (second in year)
15.11.21	20,000.00	Transfer from Business Account	Internal transfer
	<b>23,843.00</b>		

#### c. Monthly Financial Statement:

The statement was circulated in advance of the meeting and displayed. The current bank and reserve balances were highlighted; considerably reduced due to recent Community Infrastructure Levy (CIL) project expenditure. There were no further questions.

#### e. Village Hall:

Further work was required on the east end of the Hall to resolve serious damp issues created by the ground levels, water seepage through the Old Workhouse steps and a downpipe which drained straight onto the ground. It was anticipated that tanking the end, re-directing the water and sealing the steps will provide a long-term resolution. The Village Hall Management Committee had therefore made a request to the Parish Council, as landlord, to

help fund this work. Members discussed the Lease and Parish Council responsibility.

**Proposed by the Chairman, seconded by HT, members agreed that the Parish Council would accept liability for the total cost for this unexpected expense of £9,378 plus vat. The Parish Council held a Village Hall Reserve for such repairs, it potentially should have been resolved many years ago and before entering into the new Lease. The Parish Council to accept the quotation from Valley Builders and be invoiced separately for this work.**

f. Year End 2020 External Audit:

The report had been received and circulated to members in advance of the meeting. Members noted the comment in relation to the internal audit and were pleased that the External Auditor had provided a letter providing clarification. The Clerk confirmed that the statutory notice advising of the audit conclusion had been displayed on the website and noticeboard.

g. Internal Audit:

Three quotations had been sought for the internal audit for year-end March 2022; one company failed to respond. Two detailed quotations had been received which provided audit outcomes. Being comparable, members agreed to accept the quotation from Mr Mike Platten, Farsight Consulting Ltd, who came with a recommendation from Billingshurst Parish Council.

h. 2022/2023 Budget Preparations:

Members were reminded to consider expenditure and projects for next year's budget and email details to the Clerk. A Finance Committee Meeting had been called for Tuesday 9<sup>th</sup> November at 7.30 pm when a draft budget and projects for next year would be considered.

12. Other Reports:

a. Village Hall:

It was anticipated that the project would be completed in early December. There had been a few parking issues with the minibus, but members agreed with the Clerk's response, that it could be parked on the plastic matting area at the entrance to the Hall as a temporary measure; this prevented it from being blocked in by builders' vehicles and deliveries.

b. Allotments:

In discussion with the Allotment Supervisor, the Clerk advised that a 'Notice to Quit' had been issued for Plot 4A, the tenant not having worked the plot for over 3 months. **Members supported this action.** Interest had now been shown in the available plots.

c. Health & Safety:

- AJ had observed that safe parking around the school was deteriorating, with parking around the junctions and on the no parking zig-zag lines/verge opposite the school restricting visibility and access for emergency vehicles. SW had been in contact with the school regarding verge parking in School Road and there seemed to be little more that they could do to influence parents. **Members agreed that SW should contact the police.**
- Water pipes protruding from deep trenches were still evident on the Green. MW advised that these pipes still needed to be connected by WGS. **WGS to be asked to action as a matter of urgency, and being close to the war memorial, before Remembrance Day.**

- The cricket nets had now been removed which highlighted trip hazards and the absence of socket covers. **WGS to be requested to resolve as a matter of urgency.**
- Mr Twelvetreets had kindly replaced the basketball net but, due to debris in the base of the socket, the net was higher than desirable. **Members agreed that the socket should be reinstalled. Clerk to organise.**
- It was noted that the cricket screens had been relocated behind the Pavilion but other pieces of equipment, such as the slip-catch cradle, were left out. **WGS to be requested to put away.**

- d. Northern Parishes Meeting: The Chairman and Clerk attended the meeting on 29<sup>th</sup> September 2021. The Chairman gave a brief summary of discussion items: South Downs National Park boundary, CDC and planning, water neutrality issues.

13. Any Other Matters to Report:

- At a recent briefing session it was highlighted that members should ensure that their car insurance provided cover for any Parish Council work.
- A Green Coordination Group Meeting had been arranged for Wednesday 10<sup>th</sup> November at 8pm. The draft Village Green Policy was on the agenda.
- The Publican of the Cricketers Arms had made a request to replace the gazebo at the front of the public house, to provide an additional outdoor covered area. The Clerk had advised that, as Covid-19 restrictions had been lifted, the Parish Council requested temporary structures be removed. **Members supported this response.**
- The Parish Council had previously agreed to purchase a Speed Indicator Device but, due to Covid restrictions, it had not been possible to view the equipment to inform the purchase. PD and SW to visit Worth Parish Council where the two selected devices were operated and could be compared. **Clerk to obtain location details and advise.**

14. Date of Next Meeting:

Planning Committee – Tuesday 2<sup>nd</sup> November 2021 at 8.00 pm (if required)  
 Finance Committee – Tuesday 9<sup>th</sup> November 2021 at 7.30 pm  
 Parish Council – Tuesday 16<sup>th</sup> November 2021 at 7.45 pm

There being no further business, the meeting closed at 10.15 pm.

Signed by the Chairman: ..... Dated: .....