

WISBOROUGH GREEN PARISH COUNCIL

CLERK'S REPORT FOR THE MEETING ON TUESDAY 19TH OCTOBER 2021

3. Minutes of the last Full Parish Council Meeting on [Tuesday 21st September 2021](#).
4. Minutes of the last Planning Committee Meeting on [Tuesday 5th October 2021](#)
5. District Councillor/County Councillor updates. No reports received to date.
- 7b. **Village Green Drainage:** The work has been completed but torrential rain has caused some of the trench infill to be washed out. 95% of the invoice has now been paid. During the torrential rain, the road drain (junction with Durbans Road and A272) was overwhelmed and caused localised flooding. Tree roots were removed during the drainage work. It is proposed that a CCTV survey of the drain is undertaken by the Parish Council using the watershed reserve. The Clerk has spoken with an ex Parish Councillor who lives at the bottom of Old Mill Lane to see if he knew where the outfall was. He advised that there used to be a ditch on the west side of the Lane, still visible at the bottom, but this was filled in when Balchins Close was built. Unsure if it has been piped, but bottom section does have water. Outfall not known. Costs currently being obtained.
- 7e. **New Homes Bonus:** Funding application was successful. Allocated £4,482 to the pond restoration project. The award is subject to several standard conditions. The Parish Council must be aware of these conditions, particularly the restricted use of the monies, so a signed Agreement can be returned to CDC.
- 7g. **Rural Gigabit Broadband Voucher Scheme:** TW will provide an update.
- 7h. **New Pavilion Plans:** You will have seen the notice in the last Parish magazine that the planning application is being submitted shortly; no notification received from CDC to date.
Proposal: that planning application details are displayed in the Pavilion for those unable to access on the internet, leaflets giving response contact details provided, and extent of new building marked out on the grass. Hopefully the timing will work that the consultation can be advertised in the December Parish magazine. May need to request an extension to the deadline to allow this to happen if not.
- 8b. **Junior Goal Replacement:** In discussion relating to the drainage works, Wisborough Green Sports suggested that they would replace the junior goal. The current goal is currently not well used as a goal because it doesn't have a net – is generally used as a swing frame and is a safety concern when chairs/cricket cradle are used to get up onto the bar.
- 8c. **Additional Basketball Net:** The basketball net was installed in 2007 ago to make use of the concrete cricket net pad. It has proved very popular but unfortunately, in the

summer months when the cricket nets are up, it is located at the back of the Pavilion on grass. The grass is not so conducive for basketball particularly when wet and muddy! A request has been received to install a further concrete pad – a basketball post/hoop has been donated.

Proposal: To investigate a suitable site and get costs to inform further discussion.

- 8d. **Replacement Noticeboard:** Unfortunately, in a storm earlier in the year, a door was ripped off the older noticeboard (1998 - £600) installed at the Cricketers crossroads. We have been repairing this one for several years, but this damage is difficult to repair, and the doors are warped so likely to happen again. I would like to put in a grant application.

Proposal: Clerk explores notice board options for decision at the next meeting. Parish Council commits to funding of the balance, either in this financial year or next.

- 8e. **August Bank Holiday Marquee:** The Horticultural Society Committee has made the decision that it will continue with using the Village Hall as a venue for their August Show. If the Parish Council would like to rent the marquee, the Society would rent it from the Parish Council for the Sunday afternoon and Monday.

Clerk's Comments: The marquee has been hired by the Society for the August Show. In recent years, other users have been found to offset the cost although this has not always been consistent or reliable; total cost to hire is about £4,500. Although there have been some benefits hiring to the Brocante sale in terms of business for the public houses, it has not been without issues affecting residents. WGS and the Cricketers have used for fundraising events, but possibly because it was there and not being used!

The Horticultural Show was successfully held in the Village Hall, which will have more space next year, and the Fete was well attended without the marquee. As your RFO, I would caution the Parish Council against committing to this cost unless it accepts the full cost each year as part of the budget. Hiring out could put this into a business category and therefore unlikely to be able to reclaim the VAT. The financial risk is with the Parish Council if events are not held or cancelled.

- 8f. **Happy to Chat Bench:** A popular idea that has been around for a while now; one of many articles available. <https://www.bbc.co.uk/news/uk-wales-5000204>

Proposal: To have a sign made and installed on the bench opposite the shop. Sign would cost about £30.

9. **Correspondence List:** As at 14th October 2021. Additional items will be provided at the meeting.

10. **Planning:**

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 To view the application use the following link; https://publicaccess.chichester.gov.uk/online- applications/applicationDetails.do?activeTab=summary&keyVal= QZVP0NERFQP00
SDNP/21/04856/HOUS - 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 To view the application use the following link; https://planningpublicaccess.southdowns.gov.uk/online- applications/applicationDetails.do?activeTab=documents&keyVal= =QZVMOATULSM00

11b. **Accounts for Payment:** will be presented at the meeting for approval.

11c. **Monthly Financial Statement:** will be circulated when prepared and presented at the meeting.

11d. **Village Hall:** As advised at the last meeting, further work is required on the east end of the Village Hall to resolve serious damp issues created by the ground levels, water seepage through the Old Workhouse steps and a downpipe which drains straight onto the ground. In discussion with the project manager, it is proposed that this should hopefully be fully resolved by tanking the end and re-directing the water. Work will also be undertaken to the Old Workhouse steps to make watertight. The Village Hall Committee have opted for the long-term fix by the current contractors at a cost of £9378 plus vat. As landlord, the Parish Council has been asked to pick up part or all of this cost.

As a Village Hall Trustee, the Clerk is unable to make any recommendations and can only confirm that the Parish Council has a Village Hall Reserve fund.

- 11e. **Year End 2020 External Audit:** The [Audit report](#) has been issued along with an [additional letter to provide clarity](#). I challenged the comment made on the report. I had previously advised the auditors that we had undertaken a tendering and engagement process for the internal audit and issued an appointment letter 4 years ago, but due to a change in computers, it could not be located.
- 11f. **Internal Audit:** The Parish Council agreed last year not to change the auditor due to the complications created by Covid regulations. I have now obtained 3 quotations, from auditors recommended by other local councils.

Auditor A	Auditor B	Auditor C
Audit: £300 + vat Mileage: 45p/mile around £35 per visit	£360 + vat (est) Mileage: 45p/mile around £16 per visit	Detail to be received
Additional work £60/hr	Additional work £60/hr	
Visit or Remote		
2 visits – Oct/Nov & May/June	2 visits	
Audit driven by 12 controls of AGAR form		

Verbal updates on other items will be given as detailed on the agenda.