

# Wisborough Green Parish Council

## Draft Minutes of the Parish Council Meeting to be agreed on 18<sup>th</sup> January 2022

Date: Tuesday 16<sup>th</sup> November 2021

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

Apologies: Mr H True (HT)

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

Members of Public: One

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

1. Apologies for Absence:  
Received and accepted from Mr True.
2. Declaration of Interests:  
TW and AB declared that they were friends of the Stills planning applicants and also frequented the Bat & Ball Public House.
3. Minutes of the Last Meeting:  
The Minutes of the meeting held on Tuesday 19<sup>th</sup> October 2021 were approved as a correct record and signed by the Chairman.
4. Minutes of the last Finance Committee Meeting:  
The Minutes of the meeting held on Tuesday 9<sup>th</sup> November 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:

### **County Councillor** (In attendance from 7.49 pm until 8.04 pm)

- A285 at Dunton: The road was still closed but one lane, controlled with traffic lights, would hopefully be open early December. It was hoped that the whole road would be open before Christmas. Byroads would also be inspected.
- The first 3 children's homes had been refurbished and were officially open. The 2 in Worthing were ready and 2 in Crawley will be refurbished soon.
- Building of the new Fire Station in Broadbridge Heath would start shortly. It would provide training facilities for other fire services and provide income for WSCC.
- Together with District and Borough Councils, WSCC continued to help with refugees.
- Trading Standards had successfully prosecuted 3 rogue traders.

- Children's Services continued to improve.
- Budget workshops continued to be held. Although tight, Cllr Duncton was not anticipating too many cuts in services for 2022/2023.
- The South Downs National Park had a site visit to Barlavington Estate which was hoping to get a Whole Estate Plan (WEP) in the near future.
- The SDNP had now purchased the Seven Sisters Country Park from Eastbourne Borough Council.

Having attended the recent Association of Parish Council's Aviation Group meeting, the Chairman was a little surprised to hear Cllr Duncton's response to Ebernoe Parish Council; he was concerned that some comments indicated a lack of understanding. Cllr Duncton could not remember the comments she made but gave assurances that she would thoroughly examine all details before contributing to any WSCC decisions.

The Clerk highlighted that after roadworks, WSCC Highways often left cones, signs and sandbags behind. This not only meant that others had to clear them, but it was a waste of money. The Clerk was asked to provide details to Cllr Duncton and she would arrange collection.

**District Councillor** (In attendance from 8.08 pm until 9.12 pm). His report had been circulated in advance of the meeting.

- Lagoon 3: The next meeting with the Environment Agency and Chichester District Council (CDC) was planned for 11<sup>th</sup> January 2022. An update would then follow.
- Loxwood Claypit: Awaiting confirmation that the application would be heard by WSCC planning committee on 30<sup>th</sup> November.
- Water Supply and Planning Permissions: Parish Councils across the ward had raised concerns over the supply and lack of robust action by CDC. A media release was issued on 27<sup>th</sup> October. There was now advice on the CDC website. Cllr Evans Group were not satisfied that the emails and "advice" are sufficient evidence to demonstrate the Council's commitment to upholding the Natural England Position Statement.
- Free Trees: More than 8,000 trees to be planted in Chichester District this winter. More details available on the CDC website.
- Enabling Grant 2021: Second round of funding now closed with 74 applications, which was encouraging as it showed that people were still planning to invest in their businesses.
- Finance: Last year CDC produced a three-year plan to save nearly £2 million. The CEO had confirmed that this year they were making good progress towards this target. Over £900,000 had been saved and CDC have a further £864,000 of planned savings to achieve over the next couple of years; achieved through reducing costs and bringing in additional income. CDC's financial situation was still uncertain; CDC was waiting to see what their settlement would be from the Government.
- Test and Trace Support Scheme: The scheme which pays eligible residents up to £500 to self-isolate had been extended to 31 March 2022.
- Household Support Fund: Vulnerable households across the country would be able to access a new £500m support fund to help with essentials over the coming months as the country continued its recovery from the pandemic. Details will be provided on the CDC website.
- Financial Help for Residents: Support available to check that all benefits are being received. <https://www.chichester.gov.uk/helpwithfinances>
- Gatwick Airport Consultation: Gatwick currently consulting on proposals (ends 1 December) to bring the second runway into use.

- Petworth Vision: Progressing the CDC part-funded creation of a dedicated website for Petworth Heritage Partnership to help showcase the large heritage sites in a more efficient way and encourage greater community engagement and increase visitor numbers. Also progressing setting up and running computer training, run every Tuesday morning, finishing September 2022.
- Next Full Council Meeting - Tuesday 23<sup>rd</sup> November 2021.
- Cllr Evans continued with his surgeries which were advertised in the locality.

The Chairman commented that he had seen an article in the Initiatives magazine from CDC about Climate Change initiatives and that the refuse fleet was being upgraded to electric vehicles. He questioned the wisdom of this expenditure at a time when the Council was under financial pressure. Other members disagreed, highlighting the health benefits for pedestrians for moving away from diesel, particularly for this type of slow moving, stop and start vehicle. Cllr Evans advised that it was a phasing out process.

AB requested an update on the water neutrality situation and how it would affect Neighbourhood Planning. He advised that Susan Taylor, the Deputy Leader of the Council, and the Cabinet Member for Planning, attended the Kirdford Parish Council meeting last evening to give explanation and was happy to attend other Parish Council meetings. She talked about offsetting with other district Councils and was currently speaking with colleagues at Crawley and Horsham; Cllr Evans did not understand nor was he able explain how this would work.

6. Public Questions:

The Northlands Farm applicant attended the meeting to give further details about his proposal, the traffic information requested by WSCC Highways, and to answer any Parish Council questions. He advised that WSCC was now supporting the application. The Chairman allowed TW and AB to request further information on the vegetation removal, visibility splays, accident details and speed and distance measurements provided in the Highways Report. The applicant gave explanation to the proposed use and why the existing access was not being closed off. The Chairman thanked him for attending.

7. Report on on-going matters:

a. Gatwick Airport:

The Chairman attended the Association of Parish Council's Aviation Group (APCAG) on 10<sup>th</sup> November 2021. Rather than just the Parish Council responding to the latest consultation, he was keen to encourage as many people as possible to respond; an article had been included in the next Parish magazine and on the website. The Gatwick proposal created a huge airport which would have considerable impact upon the skies over Wisborough Green, and infrastructure locally and across the South East. The Gatwick Area Conservation Campaign (GACC) was under excellent new leadership and draft responses had been provided on their website. AB provided the alternative view that he was a regular user of Gatwick and supported the availability of flights; the Chairman pointed out to AB that there was no intention to close the airport and that the massive increase lacked the necessary supporting infrastructure.

b. Village Green Levelling and Drainage:

MW reported that the work was almost complete. The only remaining issue was the trench shrinkage following the torrential rain shortly after completion; these currently posed a

potential trip hazard. There had been on-going discussion and the contractor had now agreed to return this Friday to top up the trenches. However, there was a requirement for the Parish Council and Wisborough Green Sports (WGS) to purchase 20 tonnes of sand at a cost of £575 plus vat. It was hoped that the contractor would undertake the re-seeding as top dressing with a seed mix was desirable, this was still under discussion; WGS had agreed to fund 50% of this cost. The Parish Council had retained 5% of the contract price until this work and clearance of the car park and gullies had been undertaken. **Members approved expenditure up to the value of £300 should additional grass seed be required and agreed that the Parish Council did not wish to be drawn into a dispute. MW/Clerk to authorise the work.** The Chairman extended thanks to those involved in managing the project.

In the torrential rain, the gully on the junction with the A272/Durbans Road had caused road flooding. It had been reported to WSCC Highways which responded to say that as properties were not in danger of flooding, WSCC would monitor the situation. MW confirmed that tree roots had been removed from the gully, but it was potentially blocked by further roots. As this gully also took water from the village green and was integral to the drainage system, quotations for clearance and a CCTV survey had been obtained; details were provided. Members considered the options and agreed to engage Contractor 2 as a written condition report and video footage was also offered which might be required for further discussion with WSCC Highways; this contractor had been used by the Parish Council previously. The Watershed Reserve Fund would be used. **Members agreed for MW to supervise the work on behalf of the Council and delegated the decision for the required work to MW and the Clerk as this would be confirmed during the initial inspection.**

c. Traffic Management Plan:

Petworth Road 40mph Buffer Zone: WSCC had now acknowledged receipt of the Traffic Regulation Order application for the speed reduction. The Highways Officer had advised that an assessment, in line with WSCC policy, would be undertaken and the reduction would need to meet character and speed criteria. The police were a statutory consultee. Applications would go to the Cabinet Member for consideration next month. SW agreed to advise her Police contacts that supported the proposal.

Durbans Road Speed Reduction: A Freedom of Information request had been submitted to WSCC to obtain information relating to the successful speed reduction in Plaistow.

School Meeting: The Clerk had been advised that a meeting was not currently possible due to the school being in COVID-19 outbreak status. SW advised that the police were aware of the parking issues and would be visiting. **Members agreed that as this meeting had been postponed previously, a Zoom meeting should be organised if the Headteacher felt unable to meet off-site.**

Speed Indicator Device: The Clerk had located one of the selected devices at Staplefield and was waiting to hear further from the Worth Parish Council which operated both possible devices and provide an opportunity for comparison.

d. Songhurst Meadow Open Space:

A meeting was held with Runnymede Homes on Wednesday 3<sup>rd</sup> November; meeting notes had been circulated. Handover of the land was anticipated in Summer 2022, at which point the Parish Council's responsibility for grass and hedge cutting and other maintenance would commence. A quotation from Runnymede's groundworks contractor had been obtained; details of the specification were provided. It was a competitive quotation which expired in December 2021; it was noted that supplies and labour costs were anticipated to increase

next year. Runnymede were still giving thought to their financial contribution. With the build delay, the availability of the open space had also been delayed and as such, members agreed to not delay further and make the space available as soon as possible. **It was unanimously agreed that:**

- **Track installation to be planned for September 2022.**
- **Ascertain if the quotation could be held for September 2022 or request a revised quotation on this basis, and book the work.**
- **Groundworks on the south field by Active Grounds Maintenance to follow immediately after the track installation: weed control, harrowing, and seeding.**

e. Youth Provision:

The draft questionnaire and flyer were displayed. The Clerk explained that an article aimed at alerting parents would appear in the December Parish magazine and flyers distributed in the village through the school and by meeting school buses. Posters would also be displayed. It was the intention to circulate the flyer at the end of November with a cut of date for completion either on 10<sup>th</sup> or 17<sup>th</sup> December. Members considered the wording for both and strongly agreed that expectations should be managed.

Questionnaire: Advice had been sought from a market researcher; it was agreed that these recommendations should be included, and additional comments were recorded by the Clerk. The title was welcomed and should be incorporated onto the flyer.

Flyer: Alternative wording was agreed and noted by the Clerk for inclusion.

Members expressed thanks to the residents who were helping with the leaflet and questionnaire design.

**Decisions on the final design and circulation were delegated to LB and the Clerk.**

f. Rural Gigabit Broadband Voucher Scheme:

Openreach had been provided with a list of village addresses and was working on a revised cost estimate. There were a few outlying properties whose location might generate disproportionate cost implications so a decision on inclusion would need to be taken; however the proposal was looking more achievable. Currently, it appeared as though the voucher scheme would cover the cost. TW hoped to receive an update later in the week. **As TW was keen to promote and engage with residents, it was agreed that the scheme's viability and cost implications should be considered further at the December Planning Meeting, which could be called as a Parish Council meeting.**

g. New Pavilion Plans:

WGS had confirmed that a consultation event would be organised for Saturday 10<sup>th</sup> December, 10 am to 4 pm, it would be advertised in the December Parish magazine and on Facebook. Plans would be displayed, possibly a model provided, and the new footprint marked on the grass. Parish Council representation was requested; attendance confirmed by AB and AJ.

h. Scout Hut Lease:

The document had been received and reviewed by the Chairman, Clerk and AJ. It was resolved that the document should be signed on behalf of the Parish Council by PD and SW, witnessed by the Clerk. **AJ to facilitate the signing by the Scout representative and return to the Clerk.**

i. Village Green Policy:

The Policy had now been reviewed by WGS and the comments circulated; the policy had been well received and thanks were extended to the Parish Council. The amendments were discussed, agreed, and recorded by the Clerk. **It was resolved that the updated document be adopted.**

j. Winter Management Plan:

Unfortunately, EP Clark was no longer able to undertake the Parish Council's grit spreading or winter work for WSCC. Arrangements had been established with Pegley Groundworks Ltd and details submitted to WSCC. The Parish Council's coordinators were HT, LB and TW. It was necessary to move the gritter and grit to a yard in Kirdford. **Members approved the expenditure for the gritter to be serviced (options were being explored), with the decision delegated to the Chairman and Clerk, and £35 per hour rate for a tractor/trailer to move the grit and gritter.**

k. The Queen's Green Canopy:

Runnymede Homes had confirmed that it was happy for the Parish Council to undertake additional planting on the open space. Members had reviewed the initiative to encourage tree planting to support the Queen's Platinum Jubilee. **It was agreed that an application for the Copse Pack (30 trees) should be submitted; planting arrangements by Parish Councillors to be confirmed.**

l. Clerk's Update:

- Co-option Update: Although advertised, there had been no expression of interest to date.
- Emergency Plan: The Clerk understood that HT was contacting those on the information cascade list. An equipment check would need to be undertaken in due course. The Clerk reminded members to replenish petrol supplies should the generator be required this winter.
- Three Crowns Noise Complaints: The owners had acknowledged the Parish Council's letter, noting, and taking on board the comments. The Clerk had requested that surrounding properties were leaflet dropped before events as many of the residents were not aware of event advertisements on Facebook.
- The Queen's Jubilee Weekend: The Clerk had now met with a WGS representative who was keen to organise a village event on the Green on Sunday 5<sup>th</sup> June, and possibly another event on the Friday or Saturday. The Vicar was also keen to organise something in the church, perhaps to link with the televising of national events. CDC had advised that £250 grant funding might be available but with restrictions on use. To be considered further in January.
- Christmas Projection: The Vicar had requested a star this year and was currently reviewing the options. The projector would be ordered.
- Basketball Net and Replacement Junior Goal: It was agreed that the facilities should be reviewed when the new Pavilion building had been marked on the Green. This would help to determine the feasibility and suitable locations.
- Carters Way Lighting: The Clerk had contacted SSE initially and then WSCC through Cllr Duncton. Street lighting control in part night lit areas was via individual photocells with a built-in electronic timer and operated on Greenwich Mean Time all year. In the winter the lights should go off at around 11.45 pm to midnight and in the summer, 12.45 to 1.00 am; there was a 15-20 minute variation on all timings due to weather conditions

and locations. The lights in Carters Way currently went off after midnight and the resident who had raised the matter was concerned that lighting in a rural village was unnecessary light pollution and not required at this time. **Members concurred but agreed that the views of other residents should be sought; to include in the next newsletter.**

- **School Lighting:** Having walked through the village late at night, the Clerk confirmed that lighting at the school was intrusive for neighbouring properties. A nearby resident had contacted the school but he had received no response; he was now pursuing the matter with CDC. **Members agreed that it should be raised at the meeting with the School Headteacher.**

8. New Items for Discussion:

a. Public Toilets:

The Chairman and Clerk met CDC Officers on 3<sup>rd</sup> November 2021, primarily to discuss the specification to smarten up the public toilets, and it also provided an opportunity to raise future arrangements when the Memorandum of Understanding ended in April 2023. The Parish Council currently paid for the cleaning; CDC the water, electricity, building insurance, hand drier provision and drainage. CDC had now confirmed that it would be obtaining quotes from its approved contractors for the carpentry and decoration works. In terms of electrical changes, CDC did not currently have the funding for any additional works. In the coming months, it would be undertaking a stock condition survey which would provide further information about the site, at which time a decision could be made as to any further work required. If the Parish Council wished to look at further enhancements, this would be at Parish Council cost. **Members were grateful to CDC for this offer and agreed that the condition survey should be undertaken initially to inform future discussion and decisions.** With regard to future arrangements, the Clerk had requested annual costs from CDC to aid discussion.

b. Community Land Trust:

Explanation was given to the formation of CLTs which gave people the means to steward land for local wellbeing, developing and managing homes and other assets important to the local community. The Parish Council had previously investigated forming a CLT for the management of affordable homes, but funding for the acquisition of the S106 housing on Songhurst Meadow and Great Meadow could not be funded. The formation of the Wisborough Green Village Trust was not completed. It was now proposed to complete the process to have the vehicle in place should a need arise. When dormant, the only requirement was to submit a nil return each year.

**Members resolved to accept the solicitor's quotation of approximately £1,500 for advice on form completion, dealing with the articles of association and all the necessary filings. A minimum of 3 Trustees would need to be found. Members to give further consideration and an article to be included in the next newsletter.**

c. Parish Council Logo:

The provision of a logo, for general use on print and online, had previously been discussed but not concluded. As a photograph of the village sign was often used, the Chairman proposed that this should be digitalised to allow use on future correspondence and publications. His son has the skill to create this and would charge a nominal fee of £50.

**Members approved this expenditure, with thanks.**

d. Donated Benches:

The cost of the benches purchased for the village green had increased considerable this year due to increased freight costs and Covid impacting manufacturing and supply. The Bench Donation Policy included a 50% bench cost contribution towards insurance and future maintenance.; the bench cost had increased from £292 in 2019 to £420 in 2021. Although this was a significant increase, members agreed that charges should remain. **Clerk to inform the families offering to donate a new bench and replace an old bench.**

9. Correspondence:

<b>Correspondence – Details of emails and letters received</b>
Open Spaces Magazine Autumn 2021.
Rural Services Network – The Rural Bulletin
CDC – update on development management matters – Nitrates and Chichester Harbour, Water Neutrality and staff constraints. Circulated.
CDC – responding to an enquiry from the Local Government law group about intimidation of District and Parish Councillors by members of the public. Responding based upon previous experiences but any new information welcomed.
Gatwick in Touch Newsletter Edition 5.
Horsham District Council: The extraordinary meetings of Cabinet and Full Council that were scheduled in November to consider the Regulation 19 Proposed Submission Local Plan have now been postponed. This delay is due to the Council receiving a Position Statement on 14 September from Natural England, the national statutory body that oversees the management of wildlife and habitats across the UK.
WSALC - NALC policy consultation briefing on the DEFRA consultation into the Environmental Permitting Regulations. NALC is seeking the views of member councils to help inform their own submission to DEFRA.
Rural Services Network – The Rural Bulletin
GACC Newsletter Number 129 – Draft response to Gatwick’s expansion consultation – circulated.
CDC – confirmation of temporary road closure for Remembrance Sunday.
PCSO Billingham – October police update – circulated.
Rural Services Network – The Rural Bulletin
Cllr G Evans – District Council report – circulated.
Owner of The Gatehouse, School Road – worsening flooding into driveway from water runoff during heavy rain. Previously risen up to the garage doors but has flooded the garage twice since August. Suggesting that a further fully is required. Resident advised to register the concern with WSCC in the first instance and submit photographs. To keep Parish Council informed of response. <b>Highlighted.</b>
Rusper Parish – concerned about potential development of their Glebe Fields and making further enquiries. PD requested to contact. <b>Highlighted.</b>
Visitor – travelling through WG. Expressing thanks and appreciation for lovely clean facilities. Cleaner been informed. <b>Highlighted.</b>
APCAG – GACC consultation presentation in relation to Gatwick second runway – circulated.
CDC – notification of Jubilee Grants - £250 – to be confirmed in January.
Rural Services Network – The Rural Bulletin



Dr Jill Sutcliffe Chair, KKWG – Notification of AGM at 6.30 pm on Friday 26<sup>th</sup> November. Short 20-minute AGM followed by talk by Julian Hoffman, author of the book, *IRREPLACEABLE: The Fight to Save Our Wild Places*, Contact Jill Sutcliffe 01403 700395 if you wish to attend the virtual meeting.

**Highlighted.**

Andrew Griffiths MP – happy to offer support:

The Community Ownership Fund – to help communities take ownership of assets and amenities at risk of closure.

Electric Vehicle Charing Grants

The Youth Investment Fund – support for youth clubs and centres, and activity centres. Further funding also available for grassroots sports including community football pitches and tennis courts.

Welcome Back Fund – help to boost high streets to link with Jubilee – flower planting, removing graffiti, improvement of green spaces and seating areas. **Highlighted.**

**Clerk to forward details to WGS and Renegades.**

#### 10. Planning

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

<b>Application Number</b>	<b>Application Details</b>
WR/21/02315/FUL - Case Officer: Calum Thomas	Mr R. Compton Northlands Farm Newpound Wisborough Green RH14 0QJ Formation of access track to field. O.S. Grid Ref. 506646/126401 <u>No Objection</u>
WR/21/02823/DOM - Case Officer: Oliver Naish	Mrs T Penfold Stills Billingshurst Road Wisborough Green RH14 0DY Conversion of existing garage to create additional ancillary living accommodation including provision of dormer window. O.S. Grid Ref. 505062/125833 <u>No objection on the condition that the building remained ancillary to the main dwelling.</u> In view of its support of dark sky policies and initiatives, the Parish Council would request that automatic dusk to dawn blinds or glazing film be installed on the roof lights to prevent the egress of light at night.
WR/21/03202/LBC - Case Officer: Sascha Haigh	D Penniall The Bat And Ball Country Pub Newpound Wisborough Green RH14 0EH Replacement of existing large timber bay window. O.S. Grid Ref. 506012/126960 <u>No Objection</u>

- b. Chichester District Council Decisions: There were no decisions to report.

c. Enforcement:

Burdocks, Fittleworth Road: CDC was undertaking further investigations. The erection of a new barn had also been reported.

Coed Afal, Petworth Road- Removal of a section of boundary wall and clearance of ground:  
No further update from CDC.

11. Finance:

a. Bank Reconciliation:

In the absence of HT, AJ confirmed that he had checked and agreed the bank reconciliation for the Barclays Community Account and Natwest Current Account for the period ending October 2021.

b. Accounts for Payment:

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

**Online payments for the Barclays Community Account**

Payment entered on 16<sup>th</sup> November unless stated otherwise.

Payee	Amount £	Description
Pyzer Cleaning Services	504.30	Cleaning of public toilets & supplies
West Sussex County Council	1,909.55	Clerk's salary for October
West Sussex County Council	47.74	Payroll charge 1 April – 30 Sept 21
WSALC Limited	84.00	Parish Online subscription 21-22
Arun District Council	111.20	Printing of November newsletter
Valley Builders	11,253.60	Tanking and damp treatment of Village Hall
D Sanderson	1,760.00	Reduce and remove pond water lilies
Mrs L N Davies	24.58	IONOS Website hosting & Email, Printer ink and postage
Sussex Land Services	669.00	October grass cutting contract
Home Group Limited	32.00	Wyatt House shed rental for one year
Royal British Legion	100.00	Wreath payment and donation for 2021 Poppy Appeal (£137)
	16,495.97	

**Direct Debit Payments from Barclays Community Account**

Date	Amount £	Payee	Description
01.11.21	550.53	Public Works Loan Board	Repayment of playground loan (2)
05.11.21	251.90	NEST	Pension contributions for period 01 to 31 Oct 2021
09.11.21	3,567.26	Public Works Loan Board	Repayment of The Old Workhouse loan (2)
	<b>4,369.69</b>		

**Payments to Barclays Community Account**

Date	Amount £	Payee	Description
29.10.21	4,482.00	Chichester District Council	New Homes Bonus grant
16.11.21	5,000.00	Transfer from Business Account	Internal transfer
	<b>9,482.00</b>		

### Payments to Natwest Current Account

Date	Amount £	Payee	Description
29.10.21	250.00	Wisborough Green Fete Society	Donation towards public toilets
	<b>250.00</b>		

c. Monthly Financial Statement:

The statement was circulated in advance of the meeting and displayed. Receipt of the CDC New Homes Bonus and donation by the Fete Society were noted with thanks. There were no further questions.

e. Management & Financial Risk Assessment:

The document had been reviewed by the Finance Committee and tabled for adoption. Member confirmed that they had reviewed the arrangements and concurred that the risks had been identified and managed. **The document was formally adopted for the financial year ending March 2022.**

f. 2022/23 Budget Preparation:

A review of the current budget position and draft budget for year end March 2023 had been undertaken by the Finance Committee at the meeting on 9<sup>th</sup> November; minutes of the meeting had been provided to members.

Objectives 2017 – 2022: Members agreed that the document was a useful record to show achievement and noted the projects that had been completed or carried forward to the updated chart.

Objectives 2022 – 2027: The document was reviewed, and members considered the projects identified. **It was agreed that this document should be considered in detail at the next meeting.**

Draft Budget: The document was reviewed, and the possible projects highlighted. It was agreed that the projects would be fully considered and confirmed at the January meeting. **The Clerk to obtain firm prices for inclusion to aid Precept discussion at the January meeting.**

12. Other Reports:

a. Village Hall:

Good progress was being made with the kitchen and servery installation but two members of staff had tested positive for Covid. The kitchen installation was not affected as this was being undertaken by another company. Prior to this, it was on track for completion at the end of the month.

b. Allotments:

The vacant plots had been allocated and were being tidied up. A request had been received from one of the new tenants to install a 6 x 8 shed on an existing base. **Members had no objection. Members agreed to the annual expenditure for the hedge cutting.**

c. Green Coordination Group Meeting:

A meeting was held on 10<sup>th</sup> November and the minutes circulated; comments were noted. WGS had advised that the health and safety concerns raised had been resolved.

d. Health & Safety:

Pavilion Downpipe: AB advised that there were connection difficulties and as such, the pipe remained protruding from the ground. **MW/AB agreed to review and remove this potential trip hazard.**

d. The Future of Planning Training:

LB attended a Zoom session organised by Mulberry & Co on 11<sup>th</sup> November 2021. It was a useful session which updated on planning changes post Brexit, post Covid, The Environment Act, The Planning Bill, and the NPPF 2021. Presentation slides had now been received; LB to send to the Clerk, PD, AJ, MW and SW.

13. Any Other Matters to Report:

- a. The Clerk advised that the use of the dog waste bags had increased considerably. She had been monitoring use and 800 bags were taken in 40 days, 20 bags per day. This cost was about £250/year. Whilst a desirable provision, members agreed that people were potentially taking more than required for use on the Green.
- b. Although the Committee Room would be back in action from January, the first 3 meetings had been booked into the main hall to allow more space.
- c. The A272 had been successfully closed for 4 minutes on Remembrance Sunday and appreciative comments received. In terms of timing, it was agreed that another minute or so before 11 am would allow for the names to be read out without traffic noise. To review for next year.

14. Date of Next Meeting:

Planning Committee – Tuesday 7<sup>th</sup> December 2021 at 8.00 pm.

Planning Committee – Tuesday 21<sup>st</sup> December 2021 at 8.00 pm.

Parish Council – Tuesday 18<sup>th</sup> January 2022 at 7.45 pm

There being no further business, the meeting closed at 10.16 pm.

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