

Wisborough Green Parish Council

Draft Minutes of the Parish Council Meeting to be agreed on 19th April 2022

Date: Tuesday 15th March 2022

Present: Mr A Burbridge (AB), 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: Ms L Bartley (LB)

In Attendance: Mrs L Davies, Clerk

Members of Public: None

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

1. Apologies for Absence:

Received and accepted from Ms Bartley.

2. Declaration of Interests:

MW declared his personal interest in the planning application for Copse Cottage.

The Clerk declared her friendship with the landowner in relation to the Permissive Path. Being a member of the Fete Society, she also declared her interest in the request to use the Green and village public announcement system.

Being a member of the Fete Society, SW also declared her interest.

Being friends of the applicant for Old Tanyard Farm, AB and TW both declared their interest in the planning application.

3. Minutes of the Last Meeting:

The Minutes of the meeting held on Tuesday 15th February 2022 were approved as a correct record and signed by the Chairman.

4. District/County Councillor Updates:

District Councillor (In attendance from 7.45 pm until 9.00 pm). His report had been circulated in advance of the meeting, summarised below.

- Loxwood Claypit: West Sussex County Council (WSSCC) working towards this going to committee by 26th April 2022. Updates will be provided once it is known.
- Hyde Housing: Several residents have approached over concerns with the communication process and the quality of the housing stock. I am working with the Cabinet Member and CDC to apply pressure on Hyde over these issues. I have also asked a CDC officer to visit some of residents who have raised significant concerns.
- Townfield: I am still liaising with the officer responsible for this application to ascertain which way determination will fall. The Water Neutrality issues are still holding this application up.

- Lagoon 3: The next progress review meeting between parish councils, Chichester District Council and Environment Agency takes place on 14th April at 10.00 am.
- Levelling Up: CDC has been awarded over £34,000 to provide extra support for victims of domestic abuse and their children. The funding, from the Department for Levelling Up, Housing and Communities, will be used to deliver safe accommodation spaces and provide victims with vital support services.
- Energy Bills Rebate 2022: The Chancellor announced on 3 February 2022 that council taxpayers in properties in tax bands A to D will receive a one-off payment of £150 to support households with rising energy bills. It was also confirmed that this rebate will not need to be repaid. CDC are still awaiting the guidelines from central Government as to how to administer this and CDC will process these rebates as quickly as they possibly can once they have received the detailed guidance. It should be noted that for residents who currently pay their Council Tax by direct debit it will be quicker for CDC to process their £150 rebate.
- Financial Help for Residents: I have been asked to promote the following webpage to anyone who may benefit from financial support and/or checking that they are receiving everything due. This includes financial help, debt management advice along with a range of other services. For further information please visit <https://www.chichester.gov.uk/helpwithfinances>
- Wellbeing: CDC's Weigh Better Life 12 week courses are restarting at the end of March in the north of the district. The course is free for anyone with a body mass index between 25 to 40. They will be providing virtual and face to face support including a weekly newsletter, video presentation and a printed handbook.
- On Sunday, Cllr Evans visited residents living in Hyde Housing in Butts Meadow. He was trying to resolve issues relating to poor communication, slow maintenance work and issues over charge fluctuations on a year-by-year basis. The Overview and Scrutiny Committee had advised that the provision would improve, but this was currently not apparent.
- Loxwood Parish Council had engaged a traffic consultant to produce a speed reduction proposal for the village; this would go out to consultation and would take a few years to implement.

The Chairman was interested to read in Cllr Evan's report about the funding allocation to domestic abuse. He asked what CDC's position was on allowing transgender into the facilities. Members also wondered why domestic violence had been linked to levelling up, which Cllr Evans believed was linked to post-Covid. Cllr Evans to make further enquiries.

In view of the government's moratorium on fracking, the Chairman was interested to know if CDC had any change in policy; Cllr Evans was unaware of any change.

County Council: Cllr Duncton was not in attendance but had sent a report, summarised below:

- The County's Council Tax increase was set for 2.99%. One percent of this was specifically for Adult Services and 1.99% for our other duties. WSCC had included an extra £21 million over the next 5 years on top of the Highways budget. By far the largest budget was for Adult care, especially in an ever increasing ageing population. In addition there has been over 2 years of pandemic. The Government had generously reimbursed the majority of the Council's Covid expenditure.
- WSCC was working with other Counties and the Government to provide accommodation for refugees and un-accompanied young people.

- Financial provision had been made for the increase in National Insurance.
- Children's Services had continued to improve and once again there is no intention to take West Sussex Children's Services into a Trust. An OFSTED inspection was planned in some months' time, but WSCC was feeling quite confident.
- One of WSCC's Social workers won overall Social Worker of the Year and the Social Justice Gold Award at the National Social Worker of the Year Awards.
- The Queens jubilee draws nearer and most Parishes have made announcements with their plans. I do hope I will be able to attend some of them.
- Cllr Duncton was always happy to try and solve issues at either County or Chichester District level. County email: janet.dunton@westsussex.gov.uk or District email: jdunton@chichester.gov.uk. Mobile: 07979152898.

5. Public Questions:

There were no members of public present.

6. Report on on-going matters:

a. Neighbourhood Plan (NP):

Analysis of the Regulation 14 consultation comments and policy amendments was nearing completion. The Steering Group proposed to make an application to Locality for a further NP Healthcheck and was working on finalising all the documents to prepare for submission to CDC. It was necessary to demonstrate and reference the Parish Council's support for the footway provision on the village green, to facilitate footway connectivity along Kirdford Road. Members agreed in principle to the provision of a footway (as shown on the plan to be included in the NP) subject to final details and finishes. Members supported the proposed route on the south side of the road, it provided good sight lines and the provision would benefit residents from The Luth.

Explanation was given to funding the pavement and members acknowledged that, in addition to developer funding and support from WSCC, some Parish Community Infrastructure Levy might be required to enable this section.

b. Traffic Management Plan:

Petworth Road 40mph Buffer Zone/Traffic Regulation Order (TRO) Application: The Principal Highways Officer reviewing the application had confirmed that the speed data showed average speeds of just below 40mph at each of the three sites where it was collected, so he could confirm that the road did meet the WSCC Policy criteria for the introduction of a 40mph speed limit. The cabinet member had already given provisional approval to inclusion in the 2022-2023 programme, so the design work might be expected to commence later this year. The implementation date would depend upon the outcome of the statutory consultation, but as long as there were no unresolved objections, it was expected to be towards the end of the financial year.

Durbans Road TRO Process Enquiry: Cllr Duncton had not responded to the Parish Council's enquiry; **the Clerk to follow up.**

c. Village Broadband Gigabit Scheme:

TW explained that discussion with Openreach had been continuing for some time, however the voucher scheme was closing on 9th April and WSCC would no longer offer the top up voucher. He had recently been contacted by two other providers who were interested in working in the village. They had both been provided with all village postcodes and were

currently preparing scheme costs. Unlike Openreach, which allowed consumers to select a provider, these two companies both required consumers to commit to their own fibre service for one year. Government support for the provision was changing; financial support would only be available where network providers did not want to provide the installation.

Members thanked TW for his efforts and agreed that TW invite the WSCC Coordinator to the July Parish Council meeting.

AJ highlighted that British Telecommunications has originally indicated its intention to withdraw from the telephone system by 2025; with the current broadband provision and delays in rolling out the upgrade, this seemed an unrealistic timeframe.

d. Village Green Drainage and Levelling:

MW advised that the project was now essentially complete and the contract with Turfdry concluded; Turfdry had agreed to issue a credit note for £1,000 plus VAT for the required re-seeding, which would now be arranged locally. He had a meeting with Wisborough Green Sports (WGS) representatives last Friday, with further discussion at the Green Coordination Group meeting last evening. A plan of action had been agreed to address the immediate re-seeding and on-going management and maintenance. AB had coordinated help from WGS members to level and seed the trenches on Saturday. AB advised that Active Grounds Maintenance (AGM) would be engaged in early April to drill seed to address the bare patches and apply slow-release fertiliser to the whole green. He would provide cost details for the next meeting; WGS understood that a contribution would be required. The Cricket Club had arranged for the new grass to be cut initially by a Club member, and AGM had been engaged to cut, roll and apply fertiliser next Tuesday. AB highlighted that a sustained period without rain could cause clay shrinkage and open the trenches causing trip hazards. As a contingency, the Cricket Club had arranged for members to water the trenches if this was required. Irrigation of the new grass might be required during a sustained period of drought, otherwise the grass would fail. SW highlighted her concern that watering the Green when there was pressure on water use might not be viewed well by some residents. AB advised that this might need to be undertaken on health and safety grounds.

e. Songhurst Meadow Open Space:

Peripheral Track: The Clerk had contacted the contractor for an updated quotation for the work to be undertaken in September. He appeared reluctant to commit to a quotation on this timescale, but explanation was provided to Council procedure. **The Clerk to follow up.** Runnymede Homes had confirmed a contribution of £8,000 to this cost.

Trees: The Field Maple to commemorate the Queen's Platinum Jubilee had been planted along with the saplings provided by the Woodlands Trust. The area in the north field had previously been used to store dung, and nettles were now established. The nettles had been cleared from around the trees, but members agreed that the area should be sprayed. One of the Silver Birch, planted by Runnymede Homes, had snapped in the recent storm. It would be replaced, and members agreed with the suggestion of a Weeping Willow; the area was very wet and ideal for a willow.

A Songhurst Meadow resident has offered to purchase another tree. The Parish Council was grateful for this donation and agreed that, as it was now late in the planting season, it should not be planted until the autumn. **The Parish Council to arrange.**

Ditch Safety Concerns: The ditch in the north field was very deep, the initial section being about 6-7 foot deep with steep sides. **Members agreed that this did pose a safety concern so Runnymede Homes to be asked to install a single rail post and rail fence to delineate.**

The second section was not so deep and there was a place to climb out; additional steps in the bank could be installed. It was noted that the new linking bridge would require rails.

Planting: A Garman's resident was keen to ensure that the area next to his property was planted in accordance with the agreed plan so that the pavement was away from his property boundary. The planting that had already occurred indicated a different scheme; the Clerk had highlighted to the site manager. **Members agreed that the planting and pavement location should be in accordance with the plan and Runnymede Homes to be advised accordingly.**

f. Youth Provision:

At the end of 2021, the Parish Council undertook the Young Lives Matter survey to understand if there was a need for the Purple Youth Bus to return to the village, having received contact from the Sussex Clubs for Young People. The Bus previously attended for one session on a weekday evening during the Summer term in 2019; since this time the Renegades Youth Group had been established. The Parish Council discussed the survey conclusions on 18th January 2022 and agreed that there was little demand or justification for the Purple Bus to return particularly as it was at significant cost, if grant funding was no longer available. The Clerk was asked to ascertain the cost for the Purple Bus to attend the village over the school summer holidays, the survey having identified slightly more interest; details had been circulated in advance of the meeting. **As there was no longer grant funding available, members agreed that the survey results did not justify the expenditure and that this funding could be better utilised to improve youth facilities in the village.**

TW advised that he had received a telephone call from the Renegades organiser. He confirmed that the group was well attended, with about 40 members, 15 or so from Wisborough Green. He had asked if the Scout Hut could be made available for their use. TW was advised that the Parish Council leased the land to the Scouting Association, which owned the building and, consequently, the Scouts' leaders should be approached directly about this. Although the Scout Hut was not currently being used, AJ confirmed that there were plans to re-launch the group this Spring.

The Clerk advised that WGS had agreed in principle to the use of the Pavilion as a possible meeting space for young people over the winter months, subject to overcoming licencing and safeguarding restrictions, and any financial implications for staff employment.

It was agreed that the Clerk and LB to research options for village youth provision and to involve other members, as necessary.

g. Permissive Path (Newpound Lane to Durbans Road):

Due to the recent storms, the Chairman had been without internet provision and had only just emailed the landowner. Update at the next meeting.

h. Clerk's Update:

- Co-option Update: Despite a further notice in the newsletter, no interest had been received.
- Litter Picking Reminder: Members were reminded to support the session on Saturday 2nd April, meeting at the sundial at 2.00 pm.
- WSCC Young Offenders Scheme: As advised by email, the Clerk had accepted an invitation from WSCC to be involved in the scheme. They had now attended on two occasions and undertaken ditch clearance and general tidying up. The recent maintenance inspections had identified several jobs that would be suitable for the scheme.

- Kirdford Road ditch and hedge: The WSCC scheme had recently cleared the Kirdford Road ditch, but access had been restricted by the hedge growth. The Clerk had therefore written to the property owner to advise that the hedge must be cut back hard in the autumn; there was a potential opportunity for them to engage the contractor who would be cutting the hedges on Songhurst Meadow.
- Annual Parish Meeting: Members were reminded of the public meeting on Thursday 21st April at 8.00 pm; MW gave his apologies. The Chairman would organise the refreshments.
- Council Meeting Arrangements: Members agreed that meetings should resume in the Committee Room from April.
- War Memorial Repair: Advice had been sought from the War Memorials Trust. The Clerk had contacted the company undertaking a restoration project near Midhurst as well as a local contractor and was awaiting their quotations.
- Public Toilets Painting: As previously circulated, members approved the expenditure of £205 to CDC to change the paint colour from blue to green.
- Jubilee Events: The Clerk provided an update on the events planned on the Green, use of which had been agreed by the Parish Council at the February meeting. Members were delighted that four days of events were planned to mark the commemoration.

7. New Items for Discussion:

a. Risk Assessments:

The Risk Assessments were reviewed and rated before and after mitigation; most were low (2) or very low (1) risk. Members formally approved the document, to be reviewed again next year.

Members had undertaken maintenance inspections; the identified actions were discussed, and actions noted by the Clerk. Members agreed that the maintenance work should be undertaken and delegated the decision for repair and expenditure to the Clerk and Chairman, summarised below:

Pothole and Kirdford Road pavement trip repairs.

Installation of footrests by village benches where erosion was noted.

Trip hazard by the pond to be rectified.

Junior swing seats and cradle swing chains to be replaced.

Spray treatment of weeds where identified.

Path and village sign paving repairs. (The Clerk confirmed that she had written to the owner of The Gate House about his leaning wall and path damage; the wall was being inspected.)

Bench cleaning.

WGS to be notified of action which was their responsibility. AB advised that the rope around the Green would be in place for a further 4 weeks; he noted the trip hazard concern and would monitor.

Some of the identified maintenance items were well suited to the WSCC Young Offenders Scheme. Members acknowledged that expenditure for supplies would be required.

b. Use of the Green:

A request had been received from Wisborough Green Sports to hold the RunWisborough event, from 7 am until 1.30 pm, on Sunday 15th May 2022. Arrangements would be similar

to previous years. Members were pleased to support the event. **Clerk to issue an Agreement form.**

c. Use of the Green:

A request had been received from the Wisborough Green Fete Society to use the Green for the August Bank Holiday Fete on Monday 29th August 2022. Details would be similar to previous years with set up from about 8.00 am, the Fete open from 1 pm and the Green cleared by 7.00 pm. Members were pleased to support the event. **Clerk to issue Agreement form.**

d. Village Public Announcement System:

A public address system had been donated to the Fete Society on the condition that it was made available to other village organisations; the Society had purchased a few replacement parts and made some improvements over the years. The system was stored and operated by a young resident with help from another resident that worked in the events industry. Although serviceable, issues including health and safety, trip hazards and concerns of use in the rain, had been identified.

Replacement with second-hand equipment has been investigated but the cost was likely to be prohibitive for the Fete Society alone. It was proposed that village organisations would be asked to contribute to a replacement system; however, as this would be village equipment, the Parish Council has been asked if it would help purchase the equipment for the village, insure it as a Parish Council asset, securely store it and make it available to village organisations, as required. It was likely that grant funding would also be required. Those using the kit would be responsible for any damage incurred during their use.

Members agreed that this would be a positive addition to the village, particularly to ensure the health and safety for those using the equipment and attending the events. Cost details to be provided for discussion at the next meeting.

8. Correspondence:

Details of emails and letters received since the last meeting.
Scott Ralph, Property Director, The Chichester Diocesan Fund. As the Diocese still had an active option and legal agreement with Millwood, he was not prepared to discuss the future of this land with other parties, including the parish council. Should the situation change then he would happily get back in touch for potential discussions with the parish council.
SALC – Clerk completed Health & Wellbeing survey relating to Covid support an impact.
Seaford College – details of Community Action Day and offer to undertake community work on Thursday 30 th June. Responded to advise that we currently had the WSCC Scheme working in the village but in anything suitable came to mind, would contact.
Rural Services Network – The Rural Bulletin.
Southwater Parish Council - inviting responses to a public consultation on the Southwater Infrastructure Delivery Plan (SIDP). Consultation runs from 1 st – 31 st March.
Rural Services Network – The Rural Bulletin.
WSCC - Temporary Closure Notice in respect of footpath 789, through Whites Farm to Newpound. The closure is necessary due to bridge repairs. The path will be closed for 21 days from 9 th March until 30 th March, while repair works are undertaken and may be followed by a further closure.

SALC - This month's Rural Crime Team update – link circulated. https://www.sussex.police.uk/police-forces/sussex-police/areas/campaigns/campaigns/.divisional-campaigns/rural-crime-team-monthly-update/
WSALC – training course details – circulated.
WSALC – details of Chair's Forum on 12 th April – forwarded to PD.
WSALC – NALC Briefing – offering guidance on Ukraine – circulated.
Local Resident – information circulating in the village about helping Ukraine refugees, galvanising help and support and suggesting a coordinated village approach starting with a meeting in the village hall. Details circulated to the Parish Council Request that an allotment be made available for growing and healing space. TW updated the Parish Council as he had been monitoring discussion on the village Facebook page and would be attending a meeting, organised by concerned residents, in the Village Hall on Sunday 20th March, from 6.30 to 9 pm; AB confirmed that he would also attend. Members discussed the Parish Council's role, at length, and agreed that, currently, the Parish Council had no direct role having received no advisory notices from CDC or WSCC, but would: <ul style="list-style-type: none"> - Purchase a Ukrainian flag to be flown from the flagpole to show village support. - The Parish Council agreed that it would, in principle, financially support the Village Hall and Minibus should these village facilities be used to support Ukrainian families, especially with the substantial increase in fuel costs. It was noted that the Parish Council already had a policy to grant-fund new groups. - An allotment would be made available for growing and healing space. TW/AB to report following the meeting.
Rural Services Network – The Rural Bulletin.

9. 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
SDNP/22/00566/LIS - Case Officer: Lauren Cripps	Sarah King Glasshouse , Fittleworth Road, Wisborough Green, RH14 0HB Amendment to location of approved single storey extension (under SDNP/20/01894/HOUS) from west to south elevation, with the continued removal of a northern extension. <u>No Objection</u>
SDNP/22/00565/HOU S - Case Officer: Lauren Cripps	Sarah King Glasshouse , Fittleworth Road, Wisborough Green, RH14 0HB Amendment to location of approved single storey extension (under SDNP/20/01894/HOUS) from west to south elevation, with the continued removal of a northern extension. <u>No Objection</u>
WR/21/03670/DOM - Case Officer: Sascha Haigh	Tricia Dixon Old Tanyard Farm Petworth Road Wisborough Green RH14 0BH Replacement extension to north-west elevation of existing dwelling and erection of oak framed porch. Alterations to existing annexe. <u>No Objection</u>

WR/21/03671/LBC - Case Officer: Sascha Haigh	Tricia Dixon Old Tanyard Farm Petworth Road Wisborough Green RH14 0BH Replacement extension to north-west elevation of existing dwelling and erection of oak framed porch. Alterations to existing annexe. O.S. Grid Ref. 504642/125618 <u>No Objection</u>
WR/22/00411/TCA - Case Officer: Louise Brace	Mr George Nicholls Tasman Cottage Kirdford Road Wisborough Green Billingshurst Notification of intention to fell 4 no. Lawson's Cypress trees (T1-T4). O.S. Grid Ref. 504770/126177 <u>No Objection</u>
WR/22/00469/ELD - Case Officer: Sascha Haigh	Mr Martin Watson Copse Cottage Harsfold Lane Wisborough Green West Sussex Existing lawful development certificate for the change of use from former agricultural land to incidental residential curtilage. O.S. Grid Ref. 505129/125303 <u>No Objection</u>
WR/22/00260/DOM - Case Officer: Sascha Haigh	Mr & Mrs G & E Fox Highbury Kirdford Road Wisborough Green RH14 0DD Demolition of existing detached garage, erection of two storey side extension with carport. O.S. Grid Ref. 504321/126690 <u>No Objection</u>

b. Chichester District Council Decisions:

Application Number	Application Details	Decision
SDNP/21/04519/LDE Lawful Development Cert (Existing) Case Officer - Lauren Cripps	Mr David Hayes Westland , Fittleworth Road, Wisborough Green, RH14 0HD 502958 122473 Existing lawful development certificate for the conversion of existing piggery to ancillary dwelling in May 2010.	REFUSE Insufficient evidence to demonstrate use for 4 years
SDNP/21/04856/HOU S - Beverley Stubington	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.	PERMIT

WR/21/03424/FUL - Case Officer: Sascha Haigh	Mr A Van Leeuwen Howfold Barn, Howfold Farm, Newpound Lane Wisborough Green Erection of 1 no. custom/self build dwelling - alternative to permission WR/20/01036/PA3Q. O.S. Grid Ref. 505690/126920	REFUSE Out of keeping with area. Proposal excess to fall back position Officers report circulated
WR/21/03603/FUL - Case Officer: Maria Tomlinson	Mr D Gent Goose Cottage Durbans Road Wisborough Green RH14 0DG Change of use of outbuilding to Use Class E(g) with additional 2 no. parking bays and associated works. O.S. Grid Ref. 504917/126694	REFUSE Residential setting outside Settlement Boundary
WR/21/03678/PNO - Case Officer: Sascha Haigh	Mr Christopher Wates Malham Farm Newpound Wisborough Green Billingshurst Steel portal framed building. O.S. Grid Ref. 506187/128711	No Prior Approval Required

c. Enforcement:

Burdocks, Brick Kiln Common: CDC had confirmed that it would not be taking any further action in relation to the house sign. The new field entrances and wooden fencing were all permitted without planning permission.

d. Planning Policy Change:

CDC had advised that the national policy for temporary hospitality marquees had been relaxed to support post Covid recovery. However, in relation to Listed Buildings, the new policy was restricted to 120 days in any one year, and prior approval from the Planning Authority was required. **It was agreed that AB would visit the three public houses and communicate the policy details to the publicans.**

10. Finance:

a. Bank Reconciliation:

HT confirmed that he had checked and agreed the bank reconciliation for the Barclays Community Account for the period ending February 2022.

b. Accounts for Payment:

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

Online payments for the Barclays Community Account

Payment entered on 15th March unless stated otherwise.

Payee	Amount £	Description
St Peter Ad Vincula WG	1,250.00	Donation agreed 15.02.22 towards grass maintenance (S137) and clock
Billingshurst Emergency Assistance Team	100.00	Donation agreed 15.02.22

Arun & District Citizens Advice	50.00	Donation agreed 15.02.22
4Sight Vision Support	50.00	Donation agreed 15.02.22
Kent Surrey Sussex Air Ambulance	100.00	Donation agreed 15.02.22
Pyzer Cleaning Services	504.30	Cleaning of public toilets & supplies
West Sussex County Council	1,909.55	Clerk's salary for February
L D Davies	200.74	IONOS Email, Printer ink, Map for info point, Mileage, tree plaque
Kevin Twelvetrees	225.00	Removal of unsafe willow
Sussex Land Services	270.00	Allotment hedge cutting
Community Minibus Association Westsussex	300.00	Donation agreed 15.02.22
St Catherine's Hospice	50.00	Donation agreed 15.02.22
Mrs S Redpath	30.00	Allotment deposit refund
	5,039.59	

Direct Debit Payments from Barclays Community Account

Date	Amount £	Payee	Description
21.02.22	29.54	Plusnet	Village Hall Broadband
21.02.22	127.98	British Telecommunications plc	PC Telephone and Broadband (3 months)
04.03.22	251.90	NEST	Pension contribution for period 01 to 31 Jan 2022
	409.42		

Payments to Barclays Community Account

Date	Amount £	Payee	Description
21.02.22	30.00	New Allotment Tenant	Allotment deposit
04.03.22	5,000.00	Transfer from Business Premium Account	To Community Account
07.03.22	30.00	New Allotment Tenant	Allotment deposit
08.03.22	773.47	Wisborough Green Sports	Bench donation and additional sand for drainage project
	5,833.47		

c. Monthly Financial Statement:

The statement was circulated in advance of the meeting and displayed. There were no further questions.

d. Clerk's Salary:

The increase in the national salary rate of 1.75% for the year 1st April to 31st March 2022, approved by the National Joint Council for Local Government Services, was noted. The increase to be backed dated from 1st April 2021. **The Chairman and Vice-Chairman to authorise the increase with the payroll provider.**

11. Other Reports:

- a. Village Hall: The proposed Open Day had been cancelled; there was little interest from the current users and many residents had now had the opportunity to see the improvements. The Management Committee was reviewing the rent structure in view of the improved facilities and increasing fuel costs.
- b. Village Green: A Green Coordination Group meeting was held on Monday 14th March; minutes would be circulated shortly. Further work planned for the Green was discussed earlier in the meeting (6d). AB advised that 'earthquaking' instead of verti-draining would be required in September.
- c. Allotments: A request had been received for a second greenhouse on Plot 3A. As the plot was well tended, members permitted on the basis that the structure and any base should be removed when the tenancy was relinquished. The Clerk advised that the available plots were now being allocated.
- d. Health & Safety: Blocked road gullies in Durbans Road and Billingshurst Road, which created flooding, were reported. **Clerk to report to WSCC.**
The Clerk advised that she had written to a School Road resident to highlight a trip hazard outside her property – a water pump pipe was protruding from the ground. The resident had since contacted the Clerk and would resolve.
- e. Sussex Police Presentation on the use of 'big data': SW attended the online presentation on 25th February 2022. Explanation had been given to how data was collected and used in a more proactive way. Facts and figures were available to officers working in different locations which facilitated their work and improved efficiency. SW was pleased to report that Community Speed Watch data was also used which identified problem areas.
- f. Planning Training: SW attended the session on 9th March 2022. It was professionally presented, informative and up to date. The information slides provided links to the different resources. It had made her inquisitive about the subject of planning and would certainly recommend. TW confirmed that he would be attending in April.

12. Any Other Matters to Report:

- a. The Clerk advised that the damaged playground rail had kindly been replaced by Mr Twelvetrees; he had a rail left from another job. Members expressed their thanks.

13. Date of Next Meeting:

Planning Committee – Tuesday 29th March 2022 at 8.00 pm (if required).
Parish Council – Tuesday 19th April 2022 at 7.45 pm
Annual Parish Meeting – Thursday 21st April 2022 at 8.00 pm.

There being no further business, the meeting closed at 9.57 pm.

Signed by the Chairman: Dated: