

STORRINGTON & SULLINGTON PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD IN THE CHANCTONBURY ROOM,
THE PARISH HALL,
THAKEHAM ROAD, STORRINGTON,
ON WEDNESDAY, 20th JANUARY, 2010,
COMMENCING AT 7.45 p.m.

Present: Mrs. A. Worthington-Leese in the Chair, Mr. D. Atkins, Mr. R. Carter, Mr. A. Head, Mrs. G. King, Mr. J. Macey, Mr. C. Mason, Mr. A. Mullard, Mr. D. Roper and Mrs. L. Wheatley.

168. **APOLOGIES FOR ABSENCE** were received from Mr. R. Dawe (holiday), Mr. E. Gibbons, (Poor health), Mr. R. Jerman (holiday), Mr. J. Sanson (prior engagement) and Mr. F. Wilkinson (prior engagement). The reasons for absence were duly **ACCEPTED**.
169. **TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS.** There were no declarations of interest.
170. **POLICE MATTERS.** No matters were raised.
171. **TO APPROVE AND SIGN THE MINUTES OF THE MEETINGS OF THE PARISH COUNCIL HELD ON THE 25th NOVEMBER, 2009.** The Minutes were **AGREED** to be a correct records of the proceedings thereat and were duly signed by the Chairman.

MATTERS ARISING :-

172. **Minute Nos. 21, 105, 134 : Planter Troughs.** W.S.C.C. had now sent undertakings for each of the planter troughs to be signed by the Clerk and the costs had been confirmed. Members were advised that the planter troughs would now be ordered.
173. **Minute No. 83, 106, 135: Public Convenience – follow up.** Mr. Mason reported that he had been pursuing this matter and costings had been provided by Horsham District Council for the provision of basic facilities to be located in the library car park, at £100 per week for one gents, one ladies and one disabled toilet. The cost of cleaning, emptying and security would need to be added to this and it was estimated that annual expenditure would be in the region of £10,400. The provision of “temporary” facilities had also been questioned with the recently announced take-over of Somerfield /Co-op by Waitrose and members were told of a permanent facility recently installed by Chichester Town Council. These public conveniences were hi-tech facilities which were proving very successful although the initial capital cost had been very high. Mr. Mason would be attending another meeting with H.D.C. and would report further.
174. **Minute No. 77, 107: Listing of Old School.** The office was still awaiting photographs of the inside of the building and attempts to contact the Storrington Camera Club had so far been unsuccessful. It was reported that the Museum was now closed until 1st April, 2010 so unless the photographs had already been taken, no progress could be made until then. Mr. Atkins

advised that as a steward of the building, he would be able to gain access to take interior photographs and the office should contact him to let him know what would be required.

175. **Minute No. 114, 137: W.S.C.C., Saturday Sessions Steyning Youth Centre.** Mr. Wilkinson was awaiting contact from the Area Youth Officer regarding this matter and would report further.
176. **Minute No. 146: South Downs National Park Committee.** Mr. Jerman had accepted his nomination for the South Downs National Park Committee.
177. **Minute No. 155: Parking in Storrington.** Correspondence had been received from W.S.C.C. to advise that no change could be made to the priority of the TRO request and the Police had confirmed that they were unable to issue tickets to vehicles in cases of congestion but only when they are causing an obstruction on the footpath, blocking it so that pedestrians cannot pass. Enquiries would be made regarding the police powers in cases of obstruction of a driveway.
178. **Minute No. 156 (b): West Sussex Mediation Service.** A Letter of thanks had been received for the Parish Council's donation.
179. **Minute No. 147: H.D.C. Clusters.** Cllr. Robert Nye, Leader of Horsham District Council had responded to the Parish Council's letter to advise that the proposed clusters had been put into place purely to assist with the consultation for the new Corporate Plan and that the council's comments regarding the groupings had been noted.
180. **Minute No. 156 (c): West Sussex Rural Mobile Youth Trust.** A letter of thanks had been received for the Parish Council's agreement to provide meeting rooms to the Purple Bus team free of charge.
181. **Minute No. 145: To Consider allowing Twinning Association Film Nights free hire of the Hall.** It had proven difficult to find available dates for the Main Hall and the Twinning Association had been asked to consider whether the Chanctonbury Room would meet its needs.
182. **TO RECEIVE AND IF APPROVED TO ADOPT THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:-**
- (a) **Planning and Development Committee held on 10th December, 2009.** Minute No. 99: Brook End House. Mr. Mason advised that H.D.C. was arranging a meeting with W.S.C.C Highways to undertake a site visit. Questions had been raised regarding the boundary of the property and no further progress had been made on the application. These minutes were duly **ADOPTED.**

183. **COUNTY AND DISTRICT MATTERS.** Mr. Wilkinson had provided the following information by e-mail :-

- (a) **Block Paving outside Post Office.** Mr. Wilkinson had requested that the blocks be reinstated as soon as possible.
- (b) **Traffic island at Monastery Lane and Fern Road.** Highways Department had been asked to look into putting white lining around the island.
- (c) **Speed signs on Amberley Road.** Mr. Wilkinson advised that these signs were installed in co-operation with the Storrington Partnership Traffic Management Committee and the “Make the Commitment” Scheme. Mr. Head said that he would make further enquiries at the next Partnership meeting.
- (d) **Mill Stream.** Mr. Mason reported that H.D.C had funding in place for landscaping works to commence in Spring.

184. **ITEMS AVAILABLE FOR COUNCILLORS TO READ :-**

- (a) Sussex Local, January 2010 – available in the Parish Office
- (b) Life is for Living Newsletter issue 48 – Mr. Roper took this to read.
- (c) The Bulletin, Newsletter from English Rural Housing Association, Winter 2009 – Mr. Mullard took this to read.
- (d) English Rural Housing Association’s Annual Report 2009 – Mr. Mullard took this to read.
- (e) RSPB News from the Brooks – Mrs. King took this to read.
- (f) ICIS News – Mr. Roper took this to read.
- (g) West Sussex Connections – available in the Parish Office.
- (h) HACVS E-bulletin No. 02-HW’10 – available in the Parish Office.

185. **CLERK’S CORRESPONDENCE :-**

- (a) Power of Wellbeing Training, Billingshurst Village Hall, Wednesday 10th February 2010 at 7:30 pm – cost £10.00 plus VAT. There were no expressions of interest.
- (b) Waitrose – Members were advised that the Somerfield/ Co-op supermarket would be closed from 11th February to 4th March, 2010 for refurbishments, before re-opening as Waitrose. Some residents had raised concerns that they would have nowhere to shop locally and Mr. Roper suggested that contact be made with the local bus companies regarding the free bus services to other supermarkets. Mr. Head advised that he would discuss the matter with the Minibus Association.

186. **CHAIRMAN'S ANNOUNCEMENTS AND ANY URGENT MATTERS :-**

(a) Staff Training – Members were advised of the Society of Local Council Clerks, 2010 Practitioners' Conference from 26th – 27th February 2010. Mrs. Marshall and Mrs. Read would be attending. It was agreed that the Council would pay the cost of the course.

(b) Princess of Wales Royal Regiment – Members were advised that this regiment, incorporating the regiments of Sussex, Surrey and Kent, had been refused permission to march through the streets of Epsom on the grounds that they were not considered local enough. Members suggested that an invitation to march through Storrington should be extended to the regiment.

187. **TO CONSIDER HAVING A PARISH EMERGENCY PLAN.** Members had been asked to consider whether the process of designing and producing a Parish Emergency Plan, for implementation during emergency situations, should be started. Mrs. Wheatley Proposed: Seconded Mr. Mason and **UNANIMOUSLY AGREED:-**

That the matter should be referred to the ICE Committee for action.

188. **TO CONSIDER THE ERECTION OF A SIGN AT THE PARISH HALL – FOR HALL USERS ONLY.** Members had been told of incidents where staff and hirers' cars had been blocked in by other vehicles belonging to non-hall users and it was **AGREED:-**

That quotations be obtained for a sign to be erected in the car park indicating that spaces were for Hall Users Only.

189. **SOUTH DOWNS NATIONAL PARK AUTHORITY- WEST SUSSEX AREA – ELECTION OF PARISH MEMBERS – POSTAL VOTE.** Members had been provided with personal statements from each of the candidates and the Chairman advised that the Council should cast votes for no more than two candidates. Following the vote it was **AGREED:-**

That votes be cast for Mr. R. Jerman and Mrs. D. Van Der Klugt.

The voting papers were duly completed and signed by the Chairman.

190. **W.S.C.C. LIBRARIES.** Members were advised that changes were being made to the opening hours of libraries throughout the County and Parish staff would find out how Storrington's library would be affected.

191. **PLAYGROUND INSPECTION TRAINING COURSE – TO CONSIDER DELEGATES.** H.D.C. had reported that a Playground Inspection Course was being planned within the next few months. The price of the course was yet to be confirmed. Members **AGREED:-**

That the Caretaker should attend.

192. **GROUND MAINTENANCE CONTRACT FOR 2010 SEASON.** Quotations had been received as follows:

Plant Logic	£32,180.00 plus VAT
Complete Landscapes	£17,400.00 plus VAT.
G Burley & Sons Ltd.	£12,597.90 plus VAT.
Howards Garden & Leisure (t/a Garden Care Southern Ltd)	£ 9,231.00 plus VAT.

The Clerk and Chairman of the Recreation and Property Committee had reviewed the Quotations and had awarded the contract to Howards Garden & Leisure under delegated powers. This action was duly **RATIFIED.** (Open Spaces act 1906, ss 9 & 10)

193. **ELECTRICAL TEST AND INSPECTION REPORT – REMEDIAL WORKS TO THE PARISH HALL AND CRICKET PAVILION.** One quotation for the works had been received and a further estimate was expected in time for this item to be considered during the next Recreation and Property Committee meeting.

194. **TO APPROVE THE BUDGET FOR THE FINANCIAL YEAR 1ST APRIL, 2010 TO 31ST MARCH, 2011.** Members had been provided with details of the draft budget which represented a 1.42% increase on the previous year, taking into account the total number of Band D properties as advised by Horsham District Council. Following discussion it was **AGREED.**

To approve the budget.

195. **TO SET THE ANNUAL PRECEPT FOR THE FINANCIAL YEAR 1ST APRIL 2010 TO 31ST MARCH, 2011.** Mrs. Wheatley Proposed, Seconded Mr. Roper and **UNANIMOUSLY AGREED:-**

That the Precept be set at £168,000.00.

196. **TO REVIEW STANDING ORDERS.** It was **UNANIMOUSLY AGREED:**

That no alterations were required.

197. **TO REVIEW FINANCIAL REGULATIONS.** It was **UNANIMOUSLY AGREED:**

That no alterations were required.

198. **TO REVIEW RISK ASSESSMENTS.** It was **UNANIMOUSLY AGREED:**

That no alterations were required.

199. **TO REVIEW INSURANCE, INCLUDING AMOUNT OF FIDELITY GUARANTEE COVER.** It was **UNANIMOUSLY AGREED:**

That no alterations were required.

200. **BANK RECONCILIATIONS FOR NOVEMBER AND DECEMBER.** These were duly **NOTED.** Mr. Head commented that the reserve figure at year end was likely to be less than estimated and a discussion took place regarding the regularity with which individual committees reviewed their budgets. It was **UNANIMOUSLY AGREED:**

That the review of the budget would be added as an agenda item to each Committee meeting and to future Full Council meetings.

201. **ACCOUNTS TO BE PAID** in the sum of £9,355.85 were duly **AGREED.**

202. **ADJOURNMENT.** There were no members of the public present.

203. **DATE OF NEXT MEETING.** – Wednesday 24th February, 2010.

There being no further business the meeting closed at 9.45 p.m.