

STORRINGTON & SULLINGTON PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD IN THE CHANCTONBURY ROOM,
SULLINGTON PARISH HALL,
THAKEHAM ROAD, STORRINGTON,
ON WEDNESDAY, 31st MARCH, 2010
COMMENCING AT 7.00 p.m.

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

In Attendance: P.C. Paul Rolland and P.C.S.O. Tom Guiney (Sussex Police).

230. **APOLOGIES FOR ABSENCE** were received from Mr. D. Atkins, (holiday) Mr. J. Macey (ill) and Mr. E. Gibbons (ill). The reasons for absence were duly **ACCEPTED**. Mr. F. Wilkinson (County Councillor) had also presented his apologies as he was on holiday.

The Press and Public were duly excluded from attendance during the next item due to the confidential nature of the business to be transacted.

231. **ASSET MANAGEMENT**.

232. **TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**. There were no declarations of interest.

233. **POLICE MATTERS**. P.C. Rolland reported that he was now working in Storrington with the two P.C.S.Os. At the moment he was based at Pulborough, but negotiations were taking place for possible use of part of the West Sussex County Council building in West Street.

P.C.S.O. Guiney reported that from the 1st March to the 30th March there had been :-

- Two burglaries, but they had managed to apprehend the perpetrator of one incident.
- Four reports of criminal damage, one of which was in Water Lane and the Police were patrolling that area as often as they could.
- Thirteen reports of anti-social behaviour, five of which were from an on-going neighbourhood dispute.

The local Police team had arrested a known drug dealer in Storrington for possession with intent to supply and possession of a laser.

Discussion took place on the Police staffing reduction as stated in the Community Charge notice. P.C. Rolland stated that these losses would mainly be people retiring and their posts not being re-filled or officers on short-term contracts not having these renewed.

P.C. Rolland and P.C.S.O. Guiney left the meeting.

234. **TO APPROVE AND SIGN THE MINUTES OF THE MEETINGS OF THE PARISH COUNCIL HELD ON THE 17TH FEBRUARY, 2010**. It was pointed out that in Minute

No. 211 it should read Mr. Peter Dawes, not Dawe. With this amendment the minutes were duly **AGREED** to be a correct record of the proceedings thereat.

MATTERS ARISING :-

235. **Minute No. 77, 107, 136, 174, 212: Listing of Old School.** It was reported that the application to get the Old School Listed had now been submitted.
236. **Minute No. 224(a): Sullington Church Flower Festival.** A letter of thanks for the donation had been received.
237. **Minute No. 224(b): 4Sight (West Sussex Association for The Blind).** A letter of thanks for the donation had been received.
238. **Minute No. 221(a): South Horsham District Mobile Household Waste Services.** W.S.C.C., had advised that in moving the service to the library car park they would seek to operate it as far as practicable from the Chapel in North Street to minimize any possible noise problems. W.S.C.C., would also instruct staff and advise customers to respect neighbours in the locality and be considerate. It was pointed out that the service was not every Sunday and only runs part year so its impact was limited. Should any problems arise W.S.C.C., would do what they could to address them and mitigate any effects. West Sussex would be in contact with all persons living in the vicinity of the new service to explain the changes and allay any concerns.
239. **TO RECEIVE AND IF APPROVED TO ADOPT THE MINUTES OF THE FOLLOWING COMMITTEE MEETINGS:-**
- (a) **Infrastructure, Communications and Environment Committee held on the 3rd March, 2010.** These minutes were duly **ADOPTED**.
- (b) **Recreation and Property Committee held on the 3rd March, 2010.** These minutes were duly **ADOPTED**.
- (c) **Planning and Development Committee held on the 11th March, 2010.** The three District Councillors took no part in this item. Mrs. Worthington-Leese Proposed; Seconded Mrs. Wheatley and it was **AGREED** that these minutes be duly **ADOPTED**.
240. **COUNTY AND DISTRICT COUNCIL MATTERS.** It was reported that the landscaping works around the Mill Pond had now started. The spoil from the Mill Pond that was piled in Meadowside was going to be graded and seeded over the next three weeks.

H.D.C., were going to appoint consultants to review its business processes. Apparently two other Councils that had undertaken such a process had reduced their staffing levels in some areas of their activity by up to 30% and increased efficiency by having new software and changing working methods. It would be a case of looking at the various services to ensure customers get the service they need by the simplest and most cost effective method and to eliminate any part of the process that deviated from this course. It was essential that H.D.C., - like all councils - get more efficient because whichever party should win the forthcoming General Election the government grant was likely to be reduced.

H.D.C., had taken the Action Plans of the parishes within the district – including Storrington – to see how future policy can be developed. The next stage would likely be to send a letter out to the parishes asking for their top three priority items so that H.D.C., could attempt to build these into the new Horsham Corporate Plan which is due in the spring of 2011. There is a change of emphasis in that the Corporate Plan is now to be more bottom up rather than top down. For comparison, H.D.C., has looked at twelve other District Councils' priorities

to see issues that arose most often – the most common items were: concern about crime and safety, efficiency of the Council, and the level of taxation. The District Council has to be seen as accessible and documents must be written in an easily understood and interesting style.

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

- (a) St. Barnabas Life Newsletter. Available in the Parish Office.
- (b) WSCC Connections. Available in the Parish Office.
- (c) Worthing & District Alzheimer's Society Branch Newsletter. Available in the Parish Office.
- (d) Sussex Local. Available in the Parish Office.

242. **CLERK'S CORRESPONDENCE.**

- (a) **Energy Saving Trust – Green Communities Today.** A letter had been received encouraging the Council to join Green Communities. At the Clerks' Networking Day the Clerk had been given documents on this topic, i.e., leaflet on the Carbon Footprint Tool, a case study, etc. This topic was being looked into by the Storrington and Sullington Community Partnership.
- (b) **NHS West Sussex – Improving Mental Health Services.** All Members had been given a copy of the letter received about this together with a copy of the proposals. The Clerk requested that members please look at these documents and let her have any comments within the next two weeks in order that a response could be formulated.

243. **CHAIRMAN'S ANNOUNCEMENTS.**

- (a) **WSCC: Local businesses receive national award for supporting On-Call firefighters.** The contribution that two local businesses have made to the safety of their local communities was recognized by the country's top Fire Officer, Sir Ken Knight (the Government's Chief Fire and Rescue Advisor) at an award ceremony on the 8th March. Certificates had been presented to Michael Workman of Peter Potter Ltd., Storrington and Michael Suter of Suters Butchers, Storrington as they support members of their staff who are on-call firefighters for West Sussex County Council Fire Rescue Service.

244. **TO CONSIDER THE PUBLIC CONVENIENCES FEASIBILITY REPORT.** Mr. Mason stated that this matter had started in an attempt to get a facility for the period until Waitrose opened public toilet facilities within their proposed new development. However now that Waitrose had taken over the Somerfield store rather than wait for a newly built store, future plans are uncertain and it was a question of waiting until Waitrose decide what its future plans are. The report not only looked at provision of temporary toilets but also at costings for a permanent toilet block and this would involve a lot of money. The suggestion was that H.D.C., pay for installation of toilets and the Parish Council take on responsibility for running of them. It was estimated that should Waitrose decide to provide public toilets in an enlarged store – as still seemed probable - there could be up to a two to two-and-a-half year wait for these.

Following discussion Mrs. Worthington-Leese Proposed; Seconded Mr. Roper and **UNANIMOUSLY AGREED :-**

To wait and see what Waitrose is going to do in respect of such a facility, as that would be at no cost to the Council and it was felt unreasonable to be expected to provide something in the interim period at such a high cost. However, if it becomes

apparent that this facility would not be offered by Waitrose, then the Council should reconsider the matter.

245. **RAVENSCROFT ALLOTMENTS**. Mr. Mason reported that there had been protracted negotiations with allotment holders at Ravenscroft in an attempt to get them to form an association for self-management there as this was felt to be in the best interests of both the allotment holders and the Council. However, the team representing the allotment holders had now advised that they are unable to sign the latest agreement offered by the Parish Council. They have said that this is because of health and safety requirements and the need for £10 million public liability insurance cover. Mr. Mason said that these two matters were however outside this council's power to amend since West Sussex County Council own the land and they require this level of insurance and that as regards health and safety the Council was not asking allotment holders to do anything that they should not already be doing i.e., keeping paths clear from trip hazards and locking tools and chemicals in sheds securely. Following discussion Mr. Mullard Proposed; Seconded Mr. Carter and **UNANIMOUSLY AGREED** :-

For the Council to inform the Ravenscroft Allotment holders that the Council would be carrying on with the current direct management arrangement, but to form a Working Group to have a meeting with them in order to try to get self-management co-operation of some kind running to benefit all parties.

Mr. Mason, Mrs. Wheatley and Mr. Head were duly appointed on the Working Party.

246. **Storrington Area Vehicle Activated Sign (SAVAS)**. A report had been circulated from the Storrington and Sullington Community Partnership but they had now requested that this document be withdrawn.

A letter from WSCC had been received about the Chanctonbury Unmanned Speeding Indicator Device (CUSID). This council declined WSCC's previous request to pay towards the cost of upkeep of such a device. The letter advised that the purchase of a moveable speed indicator device could now be funded via the WSCC allocation of S.106 monies. It gave details of the proposals including running costs that would be incurred. The scheme would last for a period of two years during which it would be set up 20 times a year at various points in the County Local Committee's area. The cost to the Parish Council for setting up and maintenance of the device was £350.00 per annum based on its likely use at two sites per year in this community.

This equipment had been trialled in Crawley (an urban area). It records and indicates the speed of vehicles going past and the information goes into a data base. The device remains at one location for a period of two weeks and then moves on. Mr. Head had asked how effective this had been and was informed that during a typical two to three week period of use there was a speed reduction of about 5 mph but when removed the speed of vehicles returned to what it had been previously. There was no residual effect of speed reduction.

Following discussion a vote was taken on whether this Council was in favour of joining the scheme at an annual cost of £350.00. Vote: In Favour 1; Against 10. Motion lost.

247. **TO CONSIDER APPOINTING A REPRESENTATIVE ON THE STORRINGTON YOUTH DROP IN PROJECT**. It was **UNANIMOUSLY AGREED** :-

That Mrs. L. Wheatley be appointed the Parish Council's representative on the Storrington Youth Drop-In Project.

248. **PLANTER TROUGHS AND STORRINGTON GREENFINGERS.** It had been hoped to purchase three new planters at a cost of £980.00 each but in order for these to be delivered and offloaded there would be an additional £600.00 charge. Attempts had been made to see if any local businesses could offer the use of their forklift trucks, but none were licensed to go on the public highway. Following a vote; 7 in Favour; 4 Against; it was **AGREED** :-

To abandon the idea of purchasing additional planter troughs and to write to the two banks where the security vehicles park on the new paving to ensure that these vehicles refrain from parking on the pavement. Prices should be obtained for purchase and installation of two cast iron bollards.

Storrington Greenfingers had advised the Council that they only had enough money to plant and water for the summer and wondered whether the Council would be giving a grant this year. If further planters were to be added they wondered whether this could be increased to £1,500.00. Following discussion it was **AGREED** :-

That as the Council would not be installing additional planter troughs to grant Storrington Greenfingers the same amount as last year, i.e., £1,000.00. (Local Government Act 1972, s.137).

249. **LEASE WITH WEST CHANCTONBURY RECREATION ASSOCIATION.** Mr. Head, Mrs. Worthington-Leese and the Clerk had held a meeting in order to go through the draft revised Lease. A number of changes were required. These details had been sent to the Council's solicitor with instructions that he should finalize the document and send it to W.C.R.A., for signature. The solicitor's acknowledgement stated that he had forwarded the Council's queries to the Leisure Centre's solicitors. Therefore a further instruction had been sent to the solicitor requesting that the document be finalized and presented for signature.

250. **TO CONSIDER REVISION OF THE FOLLOWING** :-

- (a) **Standing Orders.**
- (b) **Financial Regulations.**
- (c) **Terms of Reference of Committees.**

It was suggested that the Chairman and Vice-Chairman should be delegated to look into these draft documents and make recommendations, following which copies would be distributed to all Members for their comment. This was **AGREED.**

Mr. Head felt that there was currently an imbalance of workload on Committees and that this needed looking at.

251. **VILLAGE ACTION PLAN.** A copy of this document had been circulated to all Members. The Parish Council had participated fully in the consultation on this document.

The Chairman suggested that in order to achieve a better working relationship with the Storrington Partnership, a Liaison Group be formed consisting of three representatives from the Council and a similar number from the Partnership. He suggested that this Group could perhaps meet every two months but that the liaison group should be free to decide what was appropriate. He felt that the first topic to be covered should be finalization of the Village

Action Plan. This was **AGREED** and the following Members were duly appointed to represent the Council :-

Mr. R. Jerman, Mr. R. Carter and Mrs. G. King.

252. **BANK RECONCILIATIONS FOR JANUARY AND FEBRUARY, 2010.** With regard to the January Reconciliation, it was pointed out that the CO1 and CO2 items related to contra entries to correct errors that had been made on the system. Members noted this. It was asked whether it would be possible to have cost centres in the Petty Cash section. This would be ascertained. It was also queried how there could be an unrepresented Standing Order. These documents were duly **NOTED**.
253. **ACCOUNTS TO BE PAID** in the sum of £8,388.43 plus V.A.T. were duly **AGREED** and signed by the Chairman.
254. **BUDGET COMPARISON.** A Financial Budget Comparison to the 24th March, 2010 had been circulated to all Members. A quick calculation had been made against the anticipated year end at the time of doing the Budget and it was noted that there had been overspends for Allotments £4,000; Street Lighting £1,400; Pond £1,400; Christmas Lights £5,500; Hall Renovations £6,000 in respect of carpets, air conditioning, etc.; Legal Fees £1,500; a reduction of bank interest of £1,000 and reduction of Hall Hire of £6,000. Therefore, rather than the anticipated brought forward figure of approximately £100,000, there would be about £86,000. A full report would be presented to the next meeting.
255. **ADJOURNMENT** – Members of the Public may bring up any matters not included on this agenda. There were no members of the public present.

The Press and Public were duly excluded from attendance during the next item due to the confidential nature of the business to be transacted.

256. **STAFFING MATTERS.**

There being no further business the meeting closed at 10.15 p.m.

