



**Minutes of the Parish Council Meeting held in Kirdford Village Hall, Kirdford on
Monday 15th January 2018 commencing at 7.30 p.m.**

Present: Cllr Mrs A Gillett
Cllr Mrs L Nutting
Cllr Mr T. Piedade
Cllr Mr J Nicholls
Cllr Mrs N Goddard
Cllr Mrs L Ketteridge

In attendance: Cllr Mrs J Duncton

127. **Apologies for Absence:** - Cllr Mr J Ransley (holiday)
Cllr Mrs J Robertson (unwell)
128. **Public Participation:** - One member of the public was present.
129. **Disclosures of Interest:** - To receive disclosures of personal and prejudicial interest from Councillors on matters considered at the meeting. – None
130. **Approval of Meeting Minutes:** To resolve that the minutes from the last meeting of the Parish Council Meetings, the Finance Meeting and three Planning Meetings be signed as a correct record. **Unanimously agreed** and duly signed.
131. **Reports from District and County Councillors:**
Cllr Mrs Janet Duncton reported that the Community Waste opening times were changing across the district and there would always be at least one site open on any given day. None of the plastic waste collected by Virodor is sent to China. There is still Watershed funding available and the Highways contracts which are out to tender are down to three companies. A local team of firefighters have gone to Bangladesh to help with the outbreak of diphtheria. Cllr Mrs JD will investigate the maintenance of draining in the parish and report the potholes between Wisborough Green and Kirdford.
132. **Correspondence:**

Letter received from the new owner of the Workshop who is opening a business called Dogs and Bubbles and asked for permission to attach a sign to the building. Clerk to contact CDC.

133. **Chairman's Announcements:**

Cllr Mrs AG reported that Mr Reg Thompson, a previous chairman and longstanding Parish Councillor had sadly died. He had been an active member of the village and will be greatly missed by us all. A condolence card has been sent to his family for KPC.

Coffee Morning to be held on Saturday 24th February in KVH to recruit new members and update parishioners on matters: Cala, Butts Common, Boxal Bridge.

The Parish Council will celebrate the Royal Wedding on 19th May with a tea party and large screen in KVH. Cllr Mrs LK to co-ordinate the occasion.

WWI commemorating 100 years; we will contact the Royal British Legion and investigate the cost of large paper poppies for Remembrance Sunday.

All Parishes Meeting to be held at East Pallant House, Chichester on 25th April and 8th October. Two members will attend each meeting.

Cllr Mrs LN proposed and Cllr Mrs LK seconded that the following training sessions be undertaken: Clerks' Training day to be attended by the clerk. HR Training to be attended by Cllr Mrs LK, Cllr Mrs LN and Cllr Mr JN. All agreed.

134. **Finance:**

Cllr Mrs AG proposed and Cllr Mrs LN seconded that we remove Susan Margret Pinder as a signature from KPC bank account. **Everyone was in agreement.** The resolution was passed that we add Cllr Mrs LK and Cllr Mrs NG as authorised signatures for the Nat West bank accounts. **All in agreement.**

Review of Bank Statements and Reconciliation for November and December, 2017. This was duly checked, agreed and signed by a member of the Council as accurate.

To set the precept for the financial year 1st April, 2018 to 31st March, 2019.

Cllr Mrs AG presented the draft Budget and suggested Precept as recommended by the Finance Committee. This was **unanimously agreed.**

Actual V Budget. The spreadsheet was duly checked. **Agreed by members.**

Accounts to be Paid:

ACCOUNTS TO BE PAID

JANUARY 2018

| <u>Date</u> | <u>ChqNo</u> | <u>To Whom Paid</u> | <u>Supply</u> | <u>Net</u> | <u>VAT</u> | <u>Total</u> |
|--------------------|---------------------|----------------------------|----------------------|-------------------|-------------------|---------------------|
|--------------------|---------------------|----------------------------|----------------------|-------------------|-------------------|---------------------|

| | | | | £ | £ | £ |
|----------|------|----------------------------|--------------------------------|-----------------|---------------|-----------------|
| 01.12.17 | DD | In Touch | Website | 34.99 | 7.00 | 41.99 |
| 31.12.17 | 1757 | S Dack | Dec salary | 1107.34 | | 1107.34 |
| 31.12.17 | 1758 | HMRC | Mth 9 Contributions | 309.17 | | 309.17 |
| 01.01.18 | DD | In Touch | Website | 34.99 | 7.00 | 41.99 |
| 15.01.18 | 1759 | Mrs A Gillett | Printer Ink | 12.99 | | 12.99 |
| 15.01.18 | 1760 | S Dack | Office Exp. | 34.80 | | 34.80 |
| 15.01.18 | 1761 | SLCC | Subscription | 165.00 | | 165.00 |
| 15.01.18 | 1762 | S Dack | Clerks Mileage | 40.50 | | 40.50 |
| 15.01.18 | 1763 | Plaistow Parish Council | Contribution towards Appeal | 3000.00 | | 3000.00 |
| 15.01.18 | 1764 | S Dack | Jan Salary | 1107.34 | | 1107.34 |
| 15.01.18 | 1765 | HMRC | Mth 10 contributions | 309.17 | | 309.17 |
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| | | | | £6156.29 | £14.00 | £6170.29 |

These were duly agreed.

135. River Works, Drains & Ditches:

An application was submitted in December, applying for Watershed money to complete the works at Isling Bridge.

Cllr Mr TP reported that Southern water were investigating the leak on Butts Common and have agreed to report back to the PC. This may take up to six weeks. WSCC have been requested to undertake a survey of all drains and ditches in the parish to help with the ongoing maintenance.

It was noted that additional coping stones had been removed at Bridgefoot and we will look at the possibility of replacing them.

136. Boxal Bridge:

Cllr Mr JN reported that WGPC, KKWG and KPC attended a meeting and the position stays the same. WGPC continue to support KPC. An update will be provided at the next meeting. No money is being requested at this stage.

137. Proposed development on Plaistow Road:

Cllr Mr TP updated the Council on the CALA application. A letter to be sent to Mr Kevin White, the Planning Caseworker who responded to our request to the Secretary of State to call in the decision made by CDC. The content of the letter was discussed and it was agreed that Cllr Mr JR to be consulted and approve the letter.

The 106 Agreement requires a careful read through by all members and Cllr Mr JR will be invited to explain the contents. It was noted that regrettably KPC are not a signatory to the agreement.

It was agreed that we will hold a public meeting to invite the village for an update on the development. This will be held on Wednesday 31st January in Kirdford Village Hall at 7.30pm.

138. **Butts Common:**

Cllr Mrs LK reported that Cllr Mrs AG and Cllr Mrs LN accompanied her on a visit to various places in West Sussex to view a selection of play equipment. Three quotes have been requested for wooden sculptured play equipment and the public will be consulted again at the Coffee Morning on 24th February. The National Trust have not yet renewed our license to replace the equipment and the Clerk and Cllr Mrs LK will chase them up. We also need to wait for the report from Southern Water on the outcome of their investigation of the leak on Butts Common.

139. **KPC website and social media:**

Cllr Mr TP has met with the Clerk and the website is ongoing. There is no cost in terminating our contract with In Touch.

140. **Vacancy on Parish Council:**

Clerk to investigate if we can op-opt a new member or if we need to wait until after the elections. It is expected that the election paperwork will be arriving within the next month.

141. **Councillors to report any Health and Safety matters:**

It was noted that the condition of the Foresters Drive had deteriorated in recent years and was considered dangerous. Cllr Mr TP to investigate the possibility of repair. A resident had reported that it had not been possible for the communal dustbins in School Court to be emptied due to the location of residents parking their vans. Hastoe and WSCC to be informed.

142. **Public Participation:**

A member of the public advised that the wooden bridge on Footpath 611 was being repaired and there were twenty other projects WSCC were involved with.

143. **Date of Next Parish Council Meeting:**

Next Meeting to be held on Monday, 19th February 2018 in Kirdford Village Hall commencing at 7.30pm

144. **Matters for Next Meeting:** Asset Register, Parish On Line, Action List.

145. **Confidential Matters:** None

There being no further business the meeting closed at 9.45pm