

**Full Parish Council – Minutes
Unconfirmed**

Matters Arising

None

NEIGHBOURHOOD PLAN

The Chairman updated the meeting about the Neighbourhood Plan. It was noted that the Chairman and Cllr. Billy Dye had met with Mid Sussex District Council who had reviewed the Parish Council's Plan. MSDC confirmed that they were supportive of the Parish Council's Plan. The Clerk had forwarded any small comments they had made to the Parish Council's consultant who had confirmed would report back by the end of the month. It was hoped that at this stage the views of the examiner reviewing MSDC's District Plan would be resolved.

Once the Consultant had reported back to the Parish Council the next step would be to hold an Extraordinary Meeting to decide upon the details of the submission of the Plan.

REPORTS

To receive a report from County Councillor: Councillor Field had previously circulated a report to the Clerk. (held on file) Councillor Filed reported that Martin Warner of Michelmersh had confirmed that he would like the Freshfield Lane Liaison Group to continue and meet on a 2 x yearly basis. The Parish Council should liaise with Mick Brophy, the local Manager, for future meetings. Councillor Field also reported that this would be her last meeting as a County Councillor.

The Chairman of the Parish Council thanked Councillor Field for all her support over the years and wished her all the best for the future.

To receive a report from District Councillor: nothing to report.

To receive reports from Parish Councillors:

Cllr Keith O' Regan reported again the trench/pothole in Birch Grove Road. The Clerk would report this again to the Highways Team at WSCC.

Cllr Sarah Webster reported that Claire Todd from Swoove had donated £250 from her Swoove fundraising event to the refurbishment and replacement of the play area.

Cllr Mike Kirk reported that the drain to the pond in Keysford Road was sinking deeper into the gully. The Clerk would report this to highways team at WSCC. He also

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reminded the Chairman of the TGR & H Committee to let him know about the fingerposts and what was required for their upkeep. The local HACKERS group were still willing to maintain and upkeep the finger posts. The Chairman of the TGR & H Committee would look into this further and report back to the HACKERS group.

Cllr Dye reported badly sunken drains at Tremains. The Clerk would also report this matter to WSCC.

FINANCE AND GOVERNANCE

- 0161 **RESOLVED** to approve the schedule of payments and note the receipts and year to date expenditure. The document was signed by the Chairman and a Councillor.
- 0162 **RESOLVED** to authorise the purchase of an accountancy package and training from Rialtas Business Solutions.
- 0163 **RESOLVED** to authorise the payment of an interim invoice relating to legal advice for the preparation of a coffee shop licence.

TOILETS, GREEN AND RECREATION GROUND AND HIGHWAYS

The Parish Council received a verbal report from the Toilets, Green and Recreation Ground and Highways Committee (TGR) Committee Members and noted the unconfirmed TGR Minutes of 28 March 2017.

- 0164 **RESOLVED** to note that an application is made under Financial Regulation 11.1 (c) by the Chairman of the TGR & H Committee and the Clerk to waive financial regulations relating to contracts to enable a price to be negotiated without competition. The reason being the difficulty in obtaining the necessary quotes and the urgency of making the memorial pavilion water tight.
- 0165 **RESOLVED** to approve the quotation from Billy Dye for the repair of the Memorial Pavilion roof and request that he commence work as soon as possible.
- 0166 **RESOLVED** – to authorise the Clerk to obtain quotes for the electrical work which needs to be undertaken at the Memorial Pavilion and to request the Chairman of the TGR & H Committee investigate the need to change the Meter at the Memorial Pavilion especially in the light of the current £1 coins being decommissioned.
- 0167 **RESOLVED** to note the update.

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COMMENTS FROM THE PUBLIC

Brian Oliver, local resident advised the Parish Council that the white line at Station Road still needed re-painting. The Clerk would look into this matter and liaise with the highways team at WSCC.

A Resident requested further information on whether the Parish Council as a whole or the Planning Committee would be considering the planning application for Westhall House. It was agreed the Clerk would check the Planning application, but it was thought as the planning application varied from what was agreed in the Neighbourhood Plan, the Parish Council as a whole should consider the application.

Nick Geering reported that there was a leak at Waterbury Hill. The Clerk would email highways and report the issue.

The meeting ended at 08.15 pm

Chairman

Date

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