

NORTHCHAPEL PARISH COUNCIL

APROVED Minutes of the Annual Meeting held at Northchapel Village Hall, On Wednesday 16th May 2012

Present: Councillors Mr Willie Poste (Chairman), Mrs Jane Walter, Mrs Lynda Bell, Mrs Sharon Holden, Mrs Angelique Burns, Mr Paul Markides, Mrs Jane Squire and Mr Stephen Wordsworth

In attendance: Mrs Helen Cruikshank, Parish Clerk

- 1. Election of Chairman:** Councillor Walter invited nominations for Chairman for the ensuing year. There being no other nominations, Councillor Willie Poste was proposed and duly seconded. It was **RESOLVED** that **Councillor Poste** be elected Chairman of Northchapel Parish Council.
- 2. Election of Vice-Chairman:** The Chairman invited nominations for Vice Chairman and Councillor Jane Walter was proposed and duly seconded. There being no other nominations it was **RESOLVED** that **Councillor Walter** be elected Vice Chairman for the ensuing year.
- 3. Election of Lead Members of Working Parties and Committees:**
Allotments, Village Green and Play Area - Mr Willie Poste
Planning – Mr Paul Markides
Footpaths and Rights of Way – Mrs Jane Walter
Housing – Mrs Georgina Murphy
Village Hall – Mrs Sharon Holden
Media & Communication – Mrs Angelique Burns
Newcomer's Pack – Mrs Jane Squire

Planning Committee: Mr Paul Markides, Mrs Lynda Bell, Mr Willie Poste, Mrs Sharon Holden and Mr Stephen Wordsworth

Finance Committee: Mrs Lynda Bell, Mrs Sharon Holden and Mrs Angelique Burns

Housing Working Party: Mrs Georgina Murphy, Mrs Sharon Holden and Mr Paul Markides

4. To fix the dates of future meetings 2011/12

It was agreed the following dates for the Parish Council meetings:

- ❖ Monday 2nd July 2012 at 8pm Northchapel Village Hall
- ❖ Monday 3rd September 2012 at 8pm Northchapel Village Hall
- ❖ Monday 5th November 2012 at 8pm Northchapel Village Hall
- ❖ Monday 3rd December 2012 at 8pm Northchapel Village Hall (precept only meeting)
- ❖ Monday 7th January 2013 at 8pm Northchapel Village Hall
- ❖ Monday 4th March 2013 at 8pm Northchapel Village Hall
- ❖ Monday 15th April 2013 at 8pm Northchapel Village Hall (Annual Parish Meeting)
- ❖ Monday 6th May 2013 at 8pm Northchapel Village Hall (AGM)

Comments and Questions from the members of the public:

There were no questions asked

- 5. Apologies for absence:** Councillor Georgina Murphy due to illness
PCSO Ian Luxford
- 6. Declarations of Interest:** Councillor Holden declared an interest in item 12 as a member of the Community Swimming Pool Committee
- 7. Minutes:** The Minutes of the previous Parish Council Meeting held on Monday 5th March 2012 were approved as a correct record and signed.
- 8. PCSO Ian Luxford:** There was no Police report
- 9. Reports from representatives from Chichester District Council, West Sussex County Council and South Downs National Park Association if available**

County Councillor Duncton said there nothing much to report since the last meeting a month ago. The Purple Bus is now going to Lurgashall and he also spoke of a Snack Wagon visiting parishes if requested. Councillor Bell to follow this up.

Regarding the ongoing traffic concern at Fisher Street, Councillor Duncton has a meeting with Fiona Baker of WSCC Highways next week so will report back with an update. He finished speaking of the cat's eyes in the County which have all been taken out and are now being replaced and updated.

District Councillor Nick Thomas said the Annual Parishes Meeting was very well attended and interesting with localism discussed. The Clerk should be receiving an email with a copy of all the presentation slides for all to view. There are interesting times ahead with an important document from SDNPA shortly to be released. Councillor Burns asked with the emphasis on Localism, whether CDC would be providing any training. Councillor Thomas said he was sure they would as increased responsibility needs an increase in knowledge. He would let the Parish Council know as soon as he hears anything.

David Burden from SDNPA said he had spoken with the newly appointed Chief Executive Trevor Beattie, who now knows about Northchapel and hopes there will be lots of help for the parish. There seem to be lots of ideas and more is being revealed all the time. He encouraged the parish to make the most of the funds available through the SDNPA.

10. Working Party Reports

- **Allotments, Village Green and Play Area;** Councillor Poste reported there was only 1 vacant plot and to direct any inquiries regarding this vacancy to him. All is in order on the Village Green although there has been a problem with the land surrounding the Village Hall being waterlogged due to the recent weather. The grass cutting contractors are going to return this Saturday to cut this area when hopefully the water will have subsided. Councillor Markides asked whether daffodils could be planted at the top of the Village Green, Councillor Poste said there are some but unfortunately this year they had been destroyed. The Play Area is up to scratch although Councillor Poste is going to get Straight Line fencing to look at the fencing as this will need replacing in the not too distant future.
- **Footpaths, Hedges and ROW's:** Councillor Walter had nothing further to report.
- **Planning:** Councillor Markides had nothing to report.
- **Village Hall:** Councillor Holden had nothing further to report. Councillor Poste reported there was a dead tree at its entrance and he had looked at it and it is not worth trying to keep it. It was agreed that this needed to be removed. Councillor Poste to organise.
- **Housing:** Councillor Holden updated the Parish Council on several issues raised at the last meeting and the meeting the Parish Council had with CDC Housing and Hyde Martlet.

26 Valentines Lea – the couple will not be returning and Hyde Martlet takes back possession on 14th May. 24a Valentines Lea – there has been some concern with regard to a dog being kept in a cage in the rear garden, Hyde Martlet have said this is a breach of tenancy and the dogs must be removed.

Due to a restructure at Hyde Martlet, Lori West is no longer the Housing Officer for Northchapel, the new officer is Laura Dillon. Councillor Holden also spoke of the vacant property at 14 St Michaels

Close (3 bed local connection) which was advertised through Homemove on 24th February and 6th

April. As no one with a Northchapel local connection bid for the property, it has been awarded to

tenants with a Fernhurst connection. The Parish Council raised concern as there appears to be no

forward thinking on CDC's behalf. Councillor Burns asked whether available local properties could

be advertised locally. Clerk to investigate.

Councillor Poste added that he has a forthcoming meeting with Fiona Baker from WSCC Highways in

relation to the problem of an increase in pavement parking in Luffs Meadow, the possibility of increasing the disabled parking provision for the flats at 22 and he would ask for an update on the traffic speed concerns at Fisher Street.

- **Media and Communication:** Councillor Burns said she was continuing to put useful information into the parish magazine.

11. Aims and Objectives 2012/13

Councillor Squire spoke of the newcomer's pack and the need to be able identify new people to the village. It was agreed an article should be submitted into the Parish News and she asked that all Councillors let her know if and when they know of newcomers to the parish.

12. Community Swimming Pool Project

A request from the Community Swimming Pool Committee had been received requesting additional funding for the project and if this was not possible then whether the Parish Council would loan the money to the project. It was thought there would be a £5000 shortfall which was required for the internal floor finishes to the enclosure. As the Parish Council had already donated £7000 to the project it was decided that before a final decision could be made they would like to see a breakdown of all costs and grants applied for and received for the project. They would also like to know the intended use for the pool, who would be able to use it and how the pool would be run. Clerk to request the information from the committee.

13. Training

Given the recent concern over planning issues in the parish, Councillor Paul Markides kindly agreed to attend a SALC Three Counties Interactive planning workshop at Heathfield Community Centre on Tuesday 21st June and would report back. Councillors Squire and Wordsworth are keen to attend a New Councillor briefing, Clerk to look out for any relevant training courses.

14. Parish Well

Councillor Poste raised concern over the state of the top of the well. Repairs were required as a matter of urgency to prevent any accidents. Northchapel Preservation Group is to apply for funding to the North Chichester CLC for a grant and if unsuccessful then it was agreed the Parish Council would pay for the repairs.

15. Diamond Jubilee

Councillor Walter said the plans for the Jubilee were going very well with a very supportive team. The mug registration forms are coming in. Chris Bryant's Band has been booked for £300. This leaves £600 in the kitty. She reiterated the date for the Jubilee event is Tuesday 5th June from 4pm.

16. Hillgrove Stud Farm

The appeal dates have been set for 30/31 May and 1st June at Chichester District Council offices. Mr John Morgan has kindly agreed to go and represent the Parish Council and Parish. Clerk has booked a slot for him to speak and she and Councillor Markides have passed on all the relevant documentation and information.

17. Traffic

Following on from the Annual Parish Meeting when a representative from the Loxwood Speedwatch Campaign spoke, it was agreed to give time for the newly erected flashing signs to have an effect before a decision was made. Parishioners must be encouraged to use Operation Crackdown to report any anti social driving. Many Councillors did not like the idea of policing one's own village. It was suggested that the Mobile Speed Cameras change the time when they visit the village, the worst speeding seems to happen 7-9am in the mornings. Clerk to contact the Safety Camera Partnership.

18. Financial Matters

- The Council's current financial position @ £34,757 was noted.
- The Bank reconciliation as at 15th April 2012 at Appendix 2 was noted.
- The schedule of accounts submitted for payment at Appendix 3 was noted and approved including WSCC Clerk's April 2012 salary @ £408, Kerrytype (Jubilee flyers) @ £50, Mr Tom O

Hara (Internal audit 2011/12) @ £88.50, Mrs Jane Walter (reimbursement of flowerbed mtce) @ £20 and Chris Bryant's Music (Jubilee music) @ £300.

- The Full Council approved the year-end accounts 2011/12 and Annual Return.
- The Clerk informed the Council that Mr Tom O Hara had done the Internal Audit 2011/12 on Monday 14th May and his report would be included in the next agenda pack.

19. Clerks Report

The Clerks report was duly received and noted.

Signed

Date