

Minutes of a Meeting of Hunston Parish Council held on Wednesday 4 September 2013 in Hunston Village Hall.

Present: Mr S Baker, Mrs D Bonthron, Ms L Kenney (Chairman),
Mr R Pagram

In Attendance: Mrs C Smith (Clerk), 1 member of the public,
Mrs M Whitehead (WSCC), Mrs T Tull (CDC – until 8.10pm)

The meeting commenced at 7.35pm

101/13C Questions/Comments from members of the public.

There were no questions raised.

102/13C Co-option of a Councillor.

Mr Leon New put himself forward to fill one of the vacant positions on the Parish Council. **RESOLVED** that Mr New be co-opted onto the Parish Council. The Chairman welcomed Mr New to the Council and invited him to join the meeting. Mr New duly completed his 'Form of Undertaking as a co-opted Councillor'.

103/13C District and County Councillor reports.

103.1 Mrs T Tull (District Councillor)

Mrs Tull did not have much to report due to the summer break. She highlighted the District Council meeting on 23 September which would be considering a proposal to reduce the senior management team at the District Council. She also suggested that consideration would be given to the proposals to open up the canal, specifically the implementation of a swing bridge on the B2210 at Donnington.

103.2 Mrs M Whitehead (County Councillor)

Mrs Whitehead that sadly two Councillors had passed away recently and the By-election for Storrington would take place on 26 September. The By-election for Warnham would take place in due course.

Fracking has been a controversial issue over the summer. Mrs Tull added that she had received letter from several Hunston residents on this issue.

Mrs Whitehead reported that there would be a presentation on the Canal project to the District Council on 24 September. Cllr Bonthron asked why the Canal Trustees were not being kept informed about the project by the Project Board. Mrs Whitehead advised that two members of the Canal Trust sat on the Project Board.

104/13C Code of Conduct

104.1 Declarations of interest from Councillors on items on the agenda.

The Chairman and Cllr Baker declared an interest in Agenda Item 12 (Village Hall) as members of the Village Hall Management Committee.

104.2 Written requests for dispensations for disclosable pecuniary interests.

None

104.3 Granting of any requests for dispensation as appropriate

None

105/13C Apologies for absence.

There were no apologies for absence.

106/13C Minutes of the Parish Council meeting of 17 July 2013.

The Chairman called for the approval of the Minutes of the Parish Council meeting

held on 17 July 2013. These were **AGREED** and the Chairman duly signed the Minutes as being a true record of the meeting.

107/13C Matters Arising from the Minutes of 17 July 2013.

107.1 Update on the Winter Maintenance Plan

The Winter Maintenance Plan has been agreed with WSCC. A request has been made for 3 salt bins and an update on the application for funding for these is awaited. If funding is not available then it is recommended that the Parish Council funds the cost. These will be more secure than hippo bags and also visually tidier. A copy of the revised Winter Management Plan was circulated to Councillors.

107.2 Newsletter

The Clerk reported that the deadline for the production of the newsletter had passed and therefore the content need to be updated. It was agreed that the Chairman, Cllr Baker and Cllr Pagram would progress articles for the newsletter whilst the Clerk was on holiday.

107.3 Playing field gate

The Clerk reported that Mr Mann had organised all the work to fit the new gate to the playing field. The gate was now operational and a key would be given to the grass cutting contractors this week.

107.4 Playing field ditch

Further to the ditch clearance work undertaken by Mr Mann, he had now replaced the drainage pipe underneath the footpath and it was hoped that this would help alleviate the flooding issues that occurred during the very wet weather.

107.5 Spring Clean Day

The Chairman reported that Bruce Wilkins had volunteered to lead this and it was agreed to reschedule the date to Saturday 12 October 2013.

108/13C Chairman's report.

The Chairman had nothing specific to report.

109/13C Playing Field.

109.1 Report on the recent rent review.

The Clerk reported that she had met with the Letting Agent and discussed matters relating to the playing field. The rent review had proposed an increase in the rent from £1500pa to £1730pa. It was noted that the Church Commissioners were not interested in selling the playing field at this time. The Clerk had received confirmation that letting the field for football matches was acceptable. However, letting the field to the new Chichester Free School would not be allowed without an additional agreement attached to the lease.

RESOLVED that the Parish Council accepts the rent review and that the Chairman be authorised to sign the agreement on behalf of the Parish Council.

The Clerk also reported that the farm fields were in the process of being re-let to a new tenant.

109.2 Terms and conditions for hire of the playing field.

A draft booking form and 'Terms and Conditions' had been previously circulated to Councillors. After some discussion it was agreed to add a section for putting in Insurance details on the booking form. Cllr Baker highlighted the fees paid by users to use the District Councils football pitches. Some amendments were made to the Terms and conditions. It was suggested that the new arrangements come

into force from 1 October 2013. It was also noted that the booking form should be sent to all users of the field but that the Community Club be advised that for the family fun day and the bonfire night the field could be used free of charge this year.

RESOLVED that the booking form and 'Terms and Conditions' as amended be brought into use. The Clerk was asked to write to the two football teams and the Community Club and inform them of the new arrangements.

109.3

Maintenance of the football pitch.

The Clerk suggested that given the new arrangements for the use of the playing field the Parish Council should look at maintenance of the football pitch. It was agreed to review this at the end of the current season to see what measures needed to be taken to maintain the pitch.

110/13C

Dog fouling on the playing field.

A number of complaints had been received about the increased amount of dog fouling on the playing field and in other areas of the village. A question was raised as to whether a by-law could be made to make dog fouling an offence. It was noted that it was already an offence not to clear up after a dog, with a maximum penalty of £1000. Although it was noted that it would be difficult to prosecute anyone without concrete evidence.

Mrs Whitehead reported that Donnington Parish Council had recently made a by-law against dog fouling and the Clerk was asked to investigate the process involved.

111/13C

Draft Local Plan.

Details of the latest consultation on the draft Local Plan – Key Policies Preferred Approach had been previously circulated to Councillors. It was agreed that the documentation had not been easy to read.

RESOLVED that the comments circulated by the Chairman for consideration should be submitted as the Parish Council response.

112/13C

Village Hall.

Cllr Baker reported that the outstanding work on the hall roof had been addressed. There was still one small patch of roof that appeared to have lifted but the contractor was trying to establish if this was happening as a result of air conditioning equipment in use. Cllr Baker also reported that the Village Hall management Committee was looking to formalise use of the changing rooms in conjunction with the Parish Council's stance on use of the playing field. A decision would be made at the Village Hall Management Committee meeting the following week.

113/13C

Clerk's Report.

113.1

Councillors Training

The Clerk highlighted the next Councillors Training session which would be held on Saturday 23 November 2013 at the Chichester Hotel. Cllr New to attend

113.2

Clerks networking day

The Clerk sought approval to attend the Clerk's Networking day on 8 November at Crowborough. **RSEOLVED** that the Clerk be allowed to attend.

113.3

CDC on street parking enforcement survey

The Clerk highlighted the current District Council short survey designed to highlight the issues relating to on-street parking enforcement within the district. It was agreed that details of the survey would be emailed to Councillors with a view

to providing a response at the October meeting.

113.4 Medmerry Time lapse cameras

The Clerk reported that the Medmerry Time Lapse cameras were now up and running and details would be circulated to Councillors.

113.5 Planning matters

The Clerk reported that the District Council had agreed to proceed with electronic planning consultations from April 2014. This would mean that no paper plans would be issued unless the application was for a major development. In addition training had been organised for Councillors on 1 November 2013. It was agreed that the Chairman and Cllr New would attend.

114/13C Finance.

114.1 The Schedule of Payments and Receipts

RESOLVED that the payments listed in the schedule of payments and receipts totalling £1935.42 be made. See appendix 1 (September 2013)

114.2 The Financial Statement for September 2013

The Statement of Accounts up to 31 August 2013 was **APPROVED**.
See appendix 2 (September 2013).

115/13C Items for noting or referral to a future meeting.

Cllr Bonthron suggested a review of the speed limits was undertaken with a view to extending the 30mph limit and introducing a 20mph limit in the centre of the village.

Signed _____ Date _____
Chairman