

HUNSTON PARISH COUNCIL

Minutes of a Meeting of Hunston Parish Council held on Wednesday 22 March 2017 in the Annexe at the rear of Hunston Village Hall to transact the following business.

Present: Mr S Baker (Chairman), Mrs J Foster, Mrs S Gregory, Mr C Vinton

In attendance: Mrs C Smith (Clerk), Mrs M Evans

The meeting commenced at 7.25pm

24/17C Questions/Comments from members of the public.

None.

25/17C District and County Councillor reports.

25.1 Mrs T Tull (District Councillor)

Mrs Tull was at another meeting and had sent her apologies.

25.2 Mrs M Evans (County Councillor)

Mrs Evans advised that a further £500,000 of funding was being made available via Operation watershed for the forthcoming year.

The online mapping tool that had been made available for parishes has been renewed for a further three years.

A further £25 million was coming to the County Council over three years, for Adult Social Care and it may look at using this to support prevention measures.

The A27 workshops had commenced and the County Council was looking at getting someone in from Holland to give alternative ideas on what to do.

26/17C Code of Conduct.

26.1 Declarations of interest.

The Chairman declared an interest in Agenda Item 12 - Finance as the recipient of one of the payments

26.2 Requests for dispensations for disclosable pecuniary interests.

None.

27/17C Apologies for absence.

Apologies for absence were received and accepted from Cllr Furlong and Cllr Marshall.

28/17C Minutes of the Parish Council meeting of 22 February 2017.

On a proposal from Cllr Foster, seconded by Cllr Gregory it was **RESOLVED** that the Minutes of the Parish Council Meeting held on 22 February 2017 be confirmed as a true and correct record of the meeting and they be signed by the Chairman.

29/17C Matters arising from the Minutes of 22 February 2017.

The village spring clean was attended by Cllr Foster and Cllr Gregory with one resident. Cllr Baker and Cllr Vinton had collected rubbish earlier in the day. In total about ten bags of rubbish were collected from the playing field, footpaths, and car parks in the village.

It was agreed that a further litter pick should be arranged for the autumn and Cllr Gregory agreed to spread the word to try and establish a greater pool of volunteers to assist.

The next newsletter was in hand and a number of articles had been received from Councillors.

30/17C Project updates.

30.1 Relocation/addition of bus stops

The Clerk had received communication from an interested resident who had been helpful in getting things moving. A response was still awaited from Stagecoach who needed to approve any move and contact had been made with the relevant Highways Officer to move this forward.

30.2 Refurbishment of the hard-court area.

Cllr Vinton along with the Chairman and Clerk had met to receive an update on what action had been taken so far regarding the refurbishment of the hard-court area.

Cllr Vinton had contacted a number of suitable suppliers and was in the process of arranging site visits.

Funding of the project was mentioned and reference was made to the WSCC Members Big Society Fund. Further information provided revealed that this was not something the Parish Council could access.

There will be a further update once all the suppliers had undertaken their site visit and provided a proposed plan.

Cllr Vinton arrived at the meeting.

31/17C Annual Parish Meeting.

This will take place on Wednesday 26 April 2017 at 7pm

Agenda Items will include;

An update of the current projects, the hard-court area, traffic calming and bus stops

The New Homes Bonus, what it is and what should it be used for.

Planning, what the process is and how can residents get involved.

The A27 workshops and whether residents would attend one in Hunston

Residents questions

It was agreed to ask the Community Club to provide the refreshments.

The Annual Parish Meeting invite would be included within the newsletter and would be promoted through the website, Facebook and NextDoor.

32/17C Annual Risk Assessments.

The Parish Council risk assessments having been updated and circulated to Councillors were reviewed. Clarification was sought on several points relating to the Clerk and Data Protection.

On a proposal from the Chairman it was **RESOLVED** that the Annual Risk Assessments be approved and that the Chairman and Clerk be authorised to sign them off.

33/17C Policies and Procedures.

Details of the current adopted Policies and Procedures having been circulated was reviewed. The Clerk gave some background to the Local Council Award Scheme and they policies and procedures that should be in place. It was agreed that Cllr Baker and Cllr Foster would review the Standing Orders and Financial Regulations and make any recommendations for adoption at the May meeting. Further, Cllr Gregory and Cllr Vinton would review the Aims & Objectives and Community Engagement Strategy and make any recommendations for adoption at the September meeting.

34/17C Clerk's Report and Correspondence.

The Clerk reported that West Sussex County Council had confirmed that it did not believe it owned or was responsible for the concrete bridge across the rife to the playing field. Consequently, it may fall to the Parish Council to take any action on replacement or repairs. In the first instance, it was agreed that the Parish Council

should get the bridge surveyed by a Structural Engineer to ascertain what level of repairs may be required. It was agreed that the Chairman and Clerk would progress this.

The Clerk also highlighted possible infrastructure funding that may be available, details of which would be circulated to Councillors.

35/17C Finance.

- 35.1 Appointment of Mulberry & Co as Internal Auditor for the year ending 31 March 2017.
On a proposal by Cllr Foster seconded by Cllr Gregory it was **RESOLVED** that Mulberry & Co be appointed as Internal Auditor for the year ended 31 March 2017.
- 35.2 Schedule of Payments and Receipts
RESOLVED that the schedule of payments and receipts totalling £1952.24 be approved for payment.
- 35.3 Financial Statement for March 2017
The statement of accounts up to 17 March 2017 was **APPROVED**.

36/17C Items for noting or referral to a future meeting.

No additional items raised.

There being no further business the Chairman declared the meeting closed at 8.30pm

Signed _____ Date _____
Chairman