



LOXWOOD PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Monday 6th June 2011 at 7.30pm in the Church Rooms, St John The Baptist, Loxwood

MINUTES

Item	Minute Ref	Detail
1	2011/24	Meeting Opened and Welcome from the Chairman
7.29pm Meeting Opened. NH Draw undertaken by Mr Milsom. Winning number: B Bellow		
Action: Nil		
2.	2011/25	Apologies for Absence
Apologies received from Cllr Simon Bates.		
Present: Cllr Lane, Cllr Gibbons, Cllr Loxton, Cllr W Andrews, Cllr J Andrews & Cllr Tedd who joined the meeting at) 7.45pm		
Also present: Cllr Philippa Hardwick (CDC), Cllr Chris Duncton (WSSC), Mr L Milsom & Mr T Colling – Loxwood Society and Mr & Mrs Winney.		
Clerk to the Council: Jenny Hartley		
Action:		
3.	2011/26	Adjournment:
3.1 Questions from Members of the Public		
Nil		
Action:		
3.2 Representatives from Chichester District Council		
Cllr Hardwick – questions last time: See Appendix i The PC extended their thanks to Cllr Hardwick for her support.		
Action: Cllr Hardwick to email a copy of the S106 monies relating to HHF, along with a request that the S106 monies information is sent through to the Clerk. Clerk to contact Jeremy Glynn Jones at Loxwood School to check if they have received their funding from the S106 monies from HHF. Clerk to establish a list of local groups and where possible inform them of the Grant opportunities listed in Cllr Hardwick's report.		
3.3 Representatives from West Sussex District Council		
Cllr Duncton –informed Members the next CLC meeting is on 21.6.11 at Fernhurst Primary School. Civil Parking are presenting at this meeting. Cllr Duncton explained the County is split into 7 areas – Loxwood is North Chichester. There are 4 Cllrs on the CLC. The weight restriction for Loxwood can be raised at the CLC meeting, and is on the TRO listings at WSSC, however not a priority. Discussions took place regarding contact with Alfold PC, however Cllr Duncton informed Members that Surrey CC had expressed an interest, but had not communicated any further. Cllr Duncton reminded Members a request such as a weigh restriction for Loxwood would require support from Sussex Police in order to move the TRO forward, and these restrictions can be very difficult to enforce. CLC grants – The CLC has a small amount of funding available for small projects/activities within the community. Contact Monique Smart at WSSC with any applications. Temporary Speed Limit for Alfold Bars will be in place for 18 months. The decision is based on the information gathered as at August 2011, although the speed limit will stay in place for a further 12 months. Data collected from the recent SID device use in Loxwood can be sent to Tracey Webb at WSSC for processing.		

<p>A joint application for the local parishes to purchase a SID device may be a consideration of the CLC. Grant funding. The PC extended their thanks to Cllr Duncton for his continued support.</p>		
Action:		
4.	2011/27	Declaration of Members Interests
<p>Michaelmas House Planning Application (LX/11/0713/DOM)– Cllr Gibbons declared an interest as this is a neighbouring property to hers.</p>		
Action:		
5.	2011/28	Approval of the minutes from meeting held on 9.5.11
<p>Cllr J Andrews – Noted the amendment to the Mr Cooper Estate. Proposed: Cllr Loxton. Seconded: Cllr Tedd.</p>		
Action: Clerk to amend minutes.		
6.	2011/29	Planning Matters:
<p>LX/11/01713/DOM Michealmas House, Guildford Road, Loxwood. No objection</p>		
<p>LX/11/01390/EXT Abbotscroft, Roubndstreet Common, Loxwood No objection</p>		
<p>No objection</p>		
<p>LX/11/0804/TPA 1 Willetts Way, Loxwood. No objection</p>		
	2011/30	Planning Updates:
<p>LX/10/05476/FUL Wey and Arun Canal Trust. Visitor Centre. PERMIT. Thanks extended to Cllr Tedd for his hard work in attending the recent Dev Con meeting at CDC.. It was agreed that the Bridge Committee should consider continuing talks with WACT relating to the Visitor Centre to try and achieve the nest possible result for the village.</p>		
<p>WA/2011/0520 Dunsfold Aerodrome, Stovolds Hill, Cranleigh Application for a certificate of lawfulness under section 191 for the use of the application No further updates at this stage. A copy of our response letter was sent to Alfold, Dunsfold, Cranleigh and Wisborough Green Parishes.</p>		
<p>Cllr Loxton updated members on the application relating to Sheaves Farmhouse, Pig Bush Lane. The stables were voluntarily removed as required by the District Council.</p>		
7.	2011/31	Updates and Reports on the following:
<p>Loxwood Bridge Committee: Mr Milsom updated Members that the Cream Tea cruise had been a success. Quiz and BBQ cruise to take place this week. Mr Milsom is trying to arrange a meeting with Mrs Schupke (WACT) for a meeting asap, as Loxwood Society has a £5000 grant, which required a report of support in July in order to keep the funds for the WACT parapet project. The Bridge Committee hope to meet with WACT shortly and will include discussions relating to the Visitor Centre.</p>		
<p>Action: Mr Milsom to chase a meeting date with</p>		
<p>North Hall: Cllr W Andres reported the Parish Council contract final cost was £118,730. Additional costs are on the North Hall contract, £85,864 compared with £77,554 i.e. variation of £8,300, approx 4% of contract value. There is a snagging list being worked through by the contractor and a list of small jobs which NHMC can tackle ourselves. Hire charges at neighbouring Village Halls have been researched and North Hall charges have been reviewed and rationalised. The charge for the new committee room, which has been named the Mursell Room (Mr Mursell is the member of the North family who opened the extension on May 9th) is set at £7.50/hour. I propose that LPC should consider using it in preference to the Church Room. The date for the NH AGM has been set for August 10th, formal notification will go out nearer the time. Planning, priorities and applications for funding for phase 2 are all in progress.</p>		

Action: Clerk to confirm the costs of hire for the Church rooms versus NH.			
Speed Watch: Cllr W Andrews reported Loxwood has the loan of the SID for 2 weeks starting today, Monday 7th June. Of the 33 volunteers who have signed up for Speed Watch some 13 have come forward with their availability to man the device. More help would be welcome. PCSO Jason Lemm, who coordinates Speed Watch initiatives in the Chichester district, congratulated Loxwood on being the community with the highest number of volunteers to date - evidence of a strong commitment. After a training session this morning, attended by 10 volunteers, the device was employed for 6 hours and approximately 250 vehicles were counted exceeding the 30 mph limit out of a total vehicle count of just over 1000. After the training session PCSO Lemm and our local PCSO, Clair Gamlin, were planning to look for suitable locations for SID use along the experimental 40 mph section through Alfold Bars and feed back to the risk assessor, Chris Daysh. As soon as we have confirmation of an approved site Cllr Andrews will book the SID again.			
LSDG Group: Next Meeting on 9 th June 2011. Cllr J Andrews stated that he understood there had been a resolution at the last PC meeting to include only PC members, however Cllr Lane and Cllr Gibbons had no recollection of this, and also there was no reference to this in the Clerks minute book/draft minutes. It was agreed the meeting will proceed as planned with Members of the PC and LSDG present.			
Hall House Play Area: Covered earlier			
8.	2011/32	Community Notice/Display Board	
Discussions took place regarding the possibility of further notice/display boards. It was agreed that Cllr J Andrews will open a dialogue with Colin at the Loxwood Post Office as an initial starting point. Cllr Tedd to talk to the school regarding their display board and its use.			
9.	2011/33	Finance and Administration	
Agree Payments for 6.6.11			
Current Account as at 3.5.11		£21,641.84	
Reserve account as at 3.5.11		£49,034.50	
		<u>£70,676.34</u>	
Less unrepresented cheques as at 3.5.11		£2,278.51	
Balance of Accounts as at close of business		<u>£68,397.83</u>	
Payments to Agree for Monday 6th June 2011			
Payee	Invoice No	Chq no	Amount
SALC (Cilca Course day)	4525		£20.00
WSCC Payroll	8000810316		£939.80
M R Printers	21978		£28.80
Clerks Expenses			£141.51
R S Hall & Co Accountants	581		£240
			<u>£1,370.11</u>
For information:			
E A Chiverton Cheque (North Hall Works)		920.81	
Raised on 25.5.11 (between meetings as agreed)			
Payment scheduled proposed: SL Seconded: Cllr Cllr Loxton.			

Agree and Approve Year End Accounts for 2010/11.		
Internal Audit Complete. Papers prepared for Mazars – external Auditor.		
Observation – re: late payment information , Cllr Andrews stated this should have been included in the internal audit report. Cllr Lane informed Members she did not recall that being a requirements of the auditor, however the Clerk will enquire.		
Cllr Lane – talked members through the Audit Report and the figures involved and the year end accounting figures.		
The accounting for the year 2010/11 as at 31.3.11 was approved. Proposed: Cllr Lane. Seconded Cllr J Andrews. 1 abstention.		
Clerk to send the copy of the Mazars to members for information.		
Action		Clerk to send the copy of the Mazars to members for information.
10.	2011/34	Members Questions, Information and Meetings
It was noted the recent Cllr training provided by Sussex Association of Local Councils was informative. There had been an emphasis the need for a strategy/business plans for PC's.		
11.	2011/35	Items for discussion since preparation of the Agenda
Cllr Gibbons informed Members that work relating to the register of common land continues to be on-going. Cllr Gibbons is investigating the value of the pavilion land at the LSA.		
Hyde Plus have recently contacted the PC with regard to a piece of available lane for possible use as allotments. The representative from Hyde Plus has been invited to the July PC meeting.		
Parish Cluster – Cllr Gibbons informed Members that Kirdford and Wisborough Green PC have expressed an interest to work as part of a joint working group which could include more frequent liaison with neighbouring parishes.		
Discussions took place regarding contacting local neighbouring Parishes to stay in touch with their issues. Cllr Gibbons suggested that Members of the LPC could consider linking to a neighbouring Parish and reporting on matters of interest. This could be done by reading their PC minutes, attending PC meetings and looking at websites.		
Cllr J Andrews –proposed the Clerk should write to the Chairman of the following Chairmen: Plaistow/Kirdford/Alfold/Dunsfold/Cranleigh/Wisborough/Rudgewick to investigate support for this proposal.		
Clerk to investigate if local Clerks meet to contact.		
North East Parish Forum – Cllr J Andrews will attend and report at the next meeting.		
Add Cllr Gibbons and all members to the North East Parish Forum.		
CLC – Cllr Andrews is attending this meeting.		
<u>Cllr Vacancy:</u>		
The notices of vacancy will be displayed this week on the notice board and website. There are 2 interested parties so far.		
Action		Clerk to request Cllr Gibbons is added to the circulation list for the NEPF.
12.	2011/36	Items for the next agenda
Clerk to note any issues from these minutes.		
13.	2011/37	North East Parish Forum – 16.6.11 (further details to follow) CLC Meeting – 26th June 2011 at 7pm Fernhurst Primary School Next Parish Council Meeting Monday 4 th July 2011 at 7.30pm
A resolution was reached to close the meeting at this point to Members of the Public and Press to discuss the following two Agenda Items:		
Proposed Cllr J Andrews. Cllr W Andrews.		
14.	2011/38	Discussion regarding correct procedures for LPC to follow in communication between each other and directly to the Clerk and Members of the public.

Chichester District Council

Cllr Philippa Hardwick

Loxwood Parish Council Report

6 June 2011

Matters arising:

Hall Hurst Farm – still investigating status of s.106 obligation re play equipment. Will forward the agreement (already done).

Dunsfold aerodrome – CDC made no comment on certificate of lawful use application.

Grants

The grants and concessions scheme for 2011/12 is now open for applications. There is £191,000 available for capital grants and a further £29,000 for revenue grants. Applications for amounts of £500 or less can be submitted at any time, but above that the next deadline is 15th October 2011, but it is always worthwhile taking time to put together a well researched application and take advice from CDC's dedicated advisors. A full guidance in relation to grants and concessions is also available on the CDC website but in summary grants will be primarily awarded to three main priority areas:

(A) Supporting employment and business, particularly in rural areas.

(B) Supporting the vulnerable or those suffering from inequality.

(C) Active and integrated communities, particularly in rural areas.

<http://www.chichester.gov.uk/index.cfm?articleid=3609>

Village Shop Directory

This directory, which Loxwood Post Office features in, is aimed primarily at visitors to encourage them to use the village shops when visiting the area. The directory provides village shops situated within Chichester District the opportunity to promote their goods and services and help residents and visitors to be aware of the breadth of what is on offer.

The directory also publicises the achievements of some of our village shops: Compton has been named as the Best Village Shop in the South East of England by the Countryside Alliance; Lodsworth Larder won a Sussex Trust Award for the quality of its design, craftsmanship and green credentials, and Kirdford Village Stores won the Telegraph magazine's 'Best corner shop in Britain' award.

The Directory is now available on line (please click on link below) and the brochure version is due for launch next month (June 2011).

<http://www.chichester.gov.uk/index.cfm?articleid=15804>

Football in the Community

Football in the Community Holiday Courses are taking place in the following locations during the Summer School Holiday Period:

28th and 29th July - Manhood Community College, Selsey

4th and 5th August - Fernhurst Recreation Ground

10th August - **Petworth Primary School**

11th and 12th August - Oaklands Park, Chichester

18th and 19th August - **Midhurst Rother College Easebourne Site**

25th August - Bracklesham Park

26th August - Tangmere Recreation Ground

Places are subsidised through funding provided by the following Housing Associations: Home, Affinity Sutton, A2 Dominion Group, HydeMartlet, and Raglan Housing Association.

Contact Ben Polhill.

N E Parishes Community Forum 16th June 2011

7pm Wisborough Green - Broadband; LDF Update; Localism – the WSCC perspective

(Note - new Ward member for Wisborough Green is Joseph Ransley. He is the new cabinet member with responsibility for corporate services and communications).