

Findon Parish Council
Minutes of the Parish Council Meeting held Monday 21 January 2019
At 7.30pm in St John the Baptist Primary School Hall

Present: Cllrs Carr (Chairman), Gear, Martin, Robinson, Wilson and Dean.

In Attendance: Clerk Miss F MacLeod, Arun District Council (ADC) Cllrs Wensley and Clayden and a member of the public.

Item No		<u>Action By</u>
19.01	To receive and note apologies for absence	
	Apologies were received and noted from Cllrs Smith, Barnett and Goldsworthy and West Sussex County Council (WSCC) Cllr Urquhart	
19.02	Chairman's announcements	
	The Chairman made reference to the recent deadly attacks on sheep in village fields. The Clerk advised that details had been published on both the Findon Parish Council (FPC) web site/Twitter feed and Findon Community web site.	
19.03	Declarations of Interest on items on the Agenda	
	All councillors present declared a personal interest as Trustees of Nepcote Green Charitable Trust (NGCT).	
19.04	To sign as a correct record the minutes of the meeting held on 10/12/2018	
	It was proposed and seconded that the minutes dated 10 December 2018 be approved and signed by the Chairman.	
19.05	Matters arising and actions from the minutes not covered elsewhere on the Agenda	
	18.88 Wintons car parking notice. Carried forward. Cllr Smith to progress this outstanding item.	SS
	18.140 Land east of Homewood. The Clerk had written to ADC and would continue to chase for a response.	FM
	18.141 Community Infrastructure Levy (CIL). No further action would be taken on any bid until public consultation had taken place regarding Pond Green.	
	18.144 c Salt bin. The new salt bin had now been filled by WSCC. The Clerk would thank WSCC on behalf of FPC.	FM
19.06	To receive a report from the ADC Councillor	
	ADC Cllr Wensley introduced Cllr Clayden, Cabinet Member for Community Wellbeing. ADC would not set its Council Tax until the third Wednesday in February 2019. Cllr Wensley advised that the Conservative Group had committed to continue the weekly household waste collections and the contract with contractors had been renewed.	
19.07	Public Question Time (PQT)	
	PQT started at 7.37pm. Clive Ball spoke about speeding issues in the village and referred to a draft article he had prepared as an informative piece for publication in the next edition of Findon News. He drew attention to the intimidating and threatening behaviour that had taken place and which had been reported to Sussex Police and FPC. Several councillors said they had recently	

Signed:

Dated:

	<p>experienced speeding in the 20mph roads and lanes. The ADC Cllrs referred to the Speedwatch initiative in Angmering and the police Operation Speedwatch database which logs complaints from members of the public, issues letters to drivers identified from their number plates, followed by visits if appropriate. Details of Operation Speedwatch would be published on the FPC and Community web sites, and the draft article circulated to councillors for awareness. In response to a question regarding the purchase of CCTV cameras, ADC Cllr Wensley explained that there would need to be a demonstrable purpose for such use and ADC's only purpose was for prevention of crime and disorder. Mr Ball was willing to take an informative/awareness approach at this stage. Councillors could take this matter up with the Police and Crime Commissioner at a later stage if necessary. It was noted that the preferred option from the Traffic, Environment and People (TEP) initiative was for implementation of a 20mph zone rather than 20mph signs by WSCC, however this more expensive as it included traffic calming measures.</p>	FM
19.08	2019/20 Parish budget (precept)	
	<p>Cllr Robinson introduced the report and supporting papers (as previously circulated) following consideration at the Finance & Governance Committee meeting on 17 January 2019.</p> <p>Resolved: that Findon Parish Council</p> <ol style="list-style-type: none"> 1) Approves a precept/budget of £45k for the financial year 2019/20, and 2) Instructs the Clerk to submit a precept request for £45k to Arun District Council for the financial year 2019/20. 	FM
19.09	Replacement greens mower	
	<p>Lead Cllr Robinson introduced the report and quotation attached as Appendix 1 to the report (as previously circulated) following discussion at the Finance & Governance meeting held on 17 January 2019. In response to a question, Cllr Robinson explained that there was an option to make monthly payments on the John Deere F1580 machine, however the payments would not be interest free, hence the proposal to purchase outright less the amount for part exchange on the existing Ransomes HR6010 machine. Discussion took place regarding various options for the secure storage of the John Deere and conversations would take place with interested parties and appropriate agreements drawn up. It was unanimously agreed to purchase the John Deere F1580 machine and Cllr Robinson would progress the purchase in liaison with the Clerk and arrange for appropriate secure storage facilities. Once the purchase/storage have been finalised, the Clerk will advise FPC insurers.</p> <p>Resolved: that Findon Parish Council</p> <ol style="list-style-type: none"> 1) Approves the purchase of a John Deere F1580 machine at a net cost of £12606.88 incl VAT (including p/x allowance of £2434.44); and 2) Makes appropriate arrangements for secure storage and rental of the new machine. 	MR/FM FM MR/FM
19.10	Community minibus service	
	<p>Findon residents had previously had access to services provided by Arun Co-Ordinated Community Transport (ACCT) which had recently ceased trading. Cllr Gear referred to a volunteer-based charity, Community</p>	

	<p>Minibus Assoc (West Sussex) that had operated a minibus service for over 40 years, as a possible alternative to ACCT. It was emphasised that the Assoc was totally reliant on volunteers (particularly drivers and escorts) and without such volunteers in Findon, the service would not be viable.</p> <p>Resolved: that Cllr Gear publicise the Community Minibus Assoc and the need for volunteers by an article in Findon News and posters for the Notice Boards and FPC/Community web sites.</p>	CG
19.11	Updated Findon Neighbourhood Development Plan Working Group (UFNDPWG)	
	<p>The Chairman invited David Hutchison, Working Group Lead, to introduce the report (as previously circulated). Mr Hutchison highlighted that the Inspector's report on any major modifications on the draft South Downs Local Plan was due at the end of January 2019 and a report would be brought to the FPC meeting on 4 March 2019 with 'next steps' options for consideration by FPC.</p> <p>Resolved: that Findon Parish Council as 'qualifying body' notes the progress of the UFNDPWG;</p>	
19.12	Parish initiatives	
	<p>a) Traffic, Environment, People (TEP)</p> <p>The Chairman invited David Hutchison to introduce the report (as previously circulated) who drew attention to the recent request to the Police Traffic Management Officer for a site visit with WSCC Highways and parish councillors regarding the proposed A24 40mph speed limit. FPC welcomed the news that the proposed reduction to a 40mph speed limit would be considered by the Joint East Arun Area Committee (JEAAC) for endorsement. Cllr Martin advised that this was good news for Quadrangle residents. Mr Hutchison explained that, dependant on the outcome of the JEAAC meeting, an alternative could be for FPC to request the current speed limit roundels just be changed to 40mph and FPC would contribute for the legal notices required (circa £5k).</p> <p>Mr Hutchison referred to the draft bids for SDNPA Infrastructure Delivery Plan (IDP) funding outlined in his report and explained that they would amount to an indication rather than a commitment to take further. In response to a question regarding proposal (e), it was confirmed that parking spaces referred to the Glebe Land.</p> <p>Resolved: that the proposed IDP applications outlined in para 1.7 of the report be prepared as formal submissions to the SDNPA to meet the deadline of 15 February 2019.</p>	DHu
19.13	Clerk's report	
	<p>The Clerk referred to a request from a resident for a dog bin to be placed at the top of Stable Lane. A request for a dog bin near the Quadrangle had been made in February 2017 however due to the costs involved was not taken forward by FPC. The Clerk would review current cost implications and report back at a future FPC meeting. The resident was aware of this course of action. The Clerk would attend an election briefing session run by the Sussex Assoc of Local Councils on 29 January 2019.</p>	FM
19.14	Reports from FPC Committees for noting	

	a) Planning	
	Cllr Gear, Committee Chairman, reported on the Planning Committee held on 17 January 2019.	
	b) Finance & Governance	
	Cllr Robinson, Committee Chairman, reported on the Finance & Governance meeting held on 17 January 2019.	
	c) Open Spaces	
	Lead Cllr Carr referred to the report (as previously circulated) and thanked Cllr Wilson for his repair work to the fencing on Nepcote Green. Referring to para 1.2 of the report, Cllr Carr would discuss a soakaway with the owner of Sylvan Oak as it was on his land, and would also obtain quotes for the remedial work on the flint wall. Referring to para 1.3, assurances had been received from the Village Hall Trust that damage would be made good. Resolved: that Matthew Ward be appointed as Findon Parish Council's Volunteer Tree Warden.	RC
	d) Sheep Fair	
	No update.	
19.15	Reports from Outside Bodies and Working Groups for noting	
	a) Community Resilience Plan for Findon Lead Cllr Gear reported that although over 30 local organisations had been invited to the first event on 4 February 2019, only five responses had been received. Councillors were strongly encouraged to attend.	
	b) 3-5 year Strategic Plan The Clerk advised that the Plan was 'work in progress' with Lead Cllr Smith and the draft would be brought to a future meeting.	SS
	c) Village Bus Shelter A meeting of the Working Group would be arranged and reported at the 4 March FPC meeting.	RC
	d) Assets of Community Value No update.	
	e) Village Hall Trust Cllr Gear attended the meeting held on 10 January 2019. The building works were expected to be completed at the end of January 2019, and there was £35k in the building fund subject to outstanding invoices. Quotations were being sought for the old floor in the Main Hall to be taken up and a new floor put down. Residents were being invited to assist with the costs for the new flooring and FPC was asked if it would consider a grant towards the cost. The Clerk would issue the grant application documentation for completion by the Village Hall Trust. The new floor laid in the extension was concrete would take several months to dry out, and a new fire alarm system was also being fitted. The Clerk advised that the School Hall had been provisionally booked for meetings up to the end of March 2019.	FM
	f) Findon Village Pre-School No update.	
	g) Joint East Arun Area Committee (JEAAC) No update.	

	<p>h) Allotment Gardens Lead Cllr Carr reported that the keys would be handed to the new plot holder shortly and the annual rental review would be brought to the FPC meeting on 4 March 2019.</p> <p>i) Replacement Greens Mower Covered under minute 19.09.</p> <p>j) Nephote Green Charitable Trust (NGCT) The Clerk reported that a letter to CAF Bank regarding the closure of the account would be sent as soon as it had been signed by two Trustees.</p>	<p>RC/FM</p> <p>FM</p>
19.16	Finance	
	<p>a) Receipts and bank reconciliation The bank reconciliation for December 2018 (as previously circulated) was noted and approved.</p> <p>b) Payments The payments made in January 2019 to date (as previously circulated) totalling £2257.03 were noted and approved.</p> <p>c) To note the approved Risk Register The Risk Register approved at the Finance & Governance meeting held on 17 January 2019 was noted.</p>	
19.17	Items to be referred to next Agenda not already included in the minutes	
	<p>None. Meeting closed at 9.00pm.</p>	