

Findon Parish Council

Minutes of the remote Parish Council Meeting held Monday 22 June 2020 at 7.30pm

Present: Cllrs Smith (Chairman), Gear, Martin, Porter, Wilson, Carr and Goldsworthy (part)

In Attendance: Clerk Miss F MacLeod, West Sussex County Council (WSSC) Cllr Urquhart, Clive Ball (part) Chris Gilbert (part).

Item No		<u>Action By</u>
20.60	To receive and note apologies for absence	
	Apologies were received and noted from Cllrs Villanueva-Last and Barnett, Arun District Council Cllrs Bicknell and Clayden.	
20.61	Chairman's announcements	
	The Chairman invited Clive Ball to update on the 2020 Sheep Fair which had been cancelled as a result of COVID 19. The Sheep Fair Committee had paid an advance to one of the most financially impacted regular attractions for the 2021 event and 75 booking fees would be refunded for the 2020 event. Consideration was being given to a very low key ceremony to sustain the tradition of the Sheep Fair. Findon Parish Council (FPC) welcomed the low key event for what was a very difficult decision by the Sheep Fair Committee. Clive Ball left the meeting at 7.38pm	
20.62	Councillor vacancies and co-option	
	<p>Councillors were reminded that they did not have to co-opt the candidate for the councillor vacancies at the meeting.</p> <p>Cllr Wilson joined the meeting at 7.40pm</p> <p>The Chairman invited Chris Gilbert to address the meeting and give his reasons for filling the vacancy by co-option. In response to a question, he felt that he would be able to meet the commitments of the role. Due to the nature of the remote meeting and the requirement to sign a Declaration of Acceptance of Office prior to taking part in FPC business, the Clerk would email this documents together with the Code of Conduct and Register of Interests to Mr Gilbert on 23 June 2020 should he be successful.</p> <p>Mr Gilbert left the meeting at 7.48pm</p> <p>FPC voted unanimously to co-opt Chris Gilbert to the Council.</p> <p>Resolved: the Findon Parish Council</p> <ol style="list-style-type: none"> 1) co-opts Chris Gilbert to the Council effective upon receipt of the signed Declaration of Acceptance of Office; and 2) appoints Chris Gilbert to the Planning Committee effective upon receipt of the signed Declaration of Acceptance of Office. <p>The second candidate was unable to join the meeting for technical reasons.</p>	
20.63	Declarations of Interest on items on the Agenda	
	All councillors present declared a personal interest as Trustees of Nephote Green Charitable Trust (NGCT).	
20.64	To sign as a correct record the minutes of the remote meeting held on 11/5/2020	
	It was proposed and seconded that the minutes dated 11 May 2020 be	

	approved and signed by the Chairman.	
20.65	Update on implementation of actions not covered elsewhere on the Agenda	
	<p>The Clerk introduced the report for noting (as previously circulated) and updated on the following items since the report had been produced:</p> <p>19.143 – Nepcote Green fencing. The fencing suppliers expect the delivery date to A C Gardens (Sussex) Ltd to be around 20 July 2020. An email had been received from a resident regarding the missing posts and fencing on Nepcote Green and Cllr Carr would continue with repairs until the new fencing was in place. It might be possible to use any appropriate fencing stored in the Wattle House. It was not considered a security risk as the bunds, rather than the fencing, would deter incursion.</p> <p>20.34 – Parish On Line training. Maureen Chaffe had confirmed that this training can be carried out remotely at a cost of £60.00. The Clerk would include Cllr Gilbert and the Findon Tree Warden, Matthew Ward, when a training date has been agreed.</p>	<p>RC</p> <p>FM</p>
20.66	To receive a report from the WSCC Councillor	
	<p>WSCC Cllr Urquhart provided a report for information which is appended at the end of the Minutes, and drew attention to the importance of input from Findon regarding the A24 corridor webinar being arranged. Cllr Carr would take part. The Clerk would produce a suitable poster regarding Rights of Ways for Notice Boards and the FPC and Community web sites.</p> <p>Cllr Goldsworthy joined the meeting at 7.55pm.</p>	<p>RC</p> <p>FM</p>
20.67	Public Question Time (PQT)	
	None.	
20.68	Findon Village Hall (FVH) extension	
	<p>Lead Cllr Smith advised that the letter requesting the information needed had been sent to the Chairman of the FVH Committee by the Clerk. Due to the current COVID 19 situation, the letter had not yet been discussed by the Committee. The Clerk would contact the Sussex Assoc of Local Councils regarding the future availability of Public Works Loans given the current financial climate.</p>	FM
20.69	Grant applications	
	<p>Councillors reviewed the available grant application forms and made the following comments:</p> <ul style="list-style-type: none"> • due to the COVID 19 lockdown restrictions, any grant application documentation not received for this meeting could be considered at a future meeting; • the School Clock application should be deferred until the servicing invoice was available; • the Pre-School application should be deferred until the latest set of accounts was available; • there should be only one application in future for the St John the Baptist Church as it was felt that the Friends and Parochial Church Council embodied the same organisation <p>Resolved Findon Parish Council agrees to the following grant amounts for the financial year 2020/21:</p> <ol style="list-style-type: none"> 1. Findon Xmas lights £800.00; 2. Friends of St John the Baptist Church, Findon £700.00 in principle to be paid when invoices had been received by FPC for work 	FM

	<p>undertaken;</p> <p>3. Parochial Church Council of Findon, Clapham and Patching nil; and</p> <p>4. Air Ambulance Kent Surrey Sussex nil</p>	
20.70	Key Parish initiatives	
	<p>a) Traffic, Environment, People (TEP) No update during COVID 19 lockdown.</p> <p>b) Nescote Green Pond Lead Cllr Porter reported that he had contacted the South Downs National Park Authority (SDNPA) Ranger regarding the Pond restoration, who had responded favourably and with the potential for grant funding. Fencing would be required if the Pond were to be restored as a dew pond rather than a duck pond. A ball park costing would be explored for the work. The issue of discharge adjacent to the road was raised. The Findon Tree Warden would report at a future meeting regarding the Pond trees. Comment was made of the use of puddle clay on top of any pond liner to avoid evaporation, however loss of water might also be caused by the willow trees. Consideration would be given to the discharge of water from the road potentially polluting the Pond water. The Chairman thanked Cllr Porter for his work taking this forward.</p> <p>c) Homewood Play Area Working Group No update during COVID 19 lockdown.</p>	
20.71	Clerk's report	
	<p>The Clerk introduced the report (as previously circulated). Cllr Porter would review the Financial Regs using 'track changes' and bring to a future Finance & Governance meeting. Cllr Carr referred to the feasibility study of the A24 Worthing to Horsham corridor commenting that the previous schemes that had been withdrawn after major consultations, and offered to take part in the WSCC webinar. WSCC Cllr Urquhart reminded councillors that there was never any guarantee that improvements would happen. Cllr Urquhart also advised that government would decide which pop-up cycle lane schemes would be progressed, and strategic (non pop-up) cycle routes were mainly funded by central government.</p> <p>Resolved: that Cllr Carr would take part in the WSCC webinar on 9 July 2020 regarding the feasibility study of the A24 Worthing to Horsham corridor.</p>	RC
20.72	Reports from FPC Committees for noting	
	a) Planning	
	<p>Cllr Gear reported on the following key points:</p> <ul style="list-style-type: none"> • the hybrid planning application for Soldiers Field Stables had been unanimously approved with conditions by the SDNPA Planning Committee; and • no further progress had been made with the 1 Ivy Arch Close fencing and planting. 	
	b) Finance & Governance	
	<p>Dependant on Internal Audit and statutory timescales, it was hoped a remote Committee meeting could be held in advance of the FPC meeting on 3 August 2020.</p>	

	c) Sheep Fair	
	Covered under Minute 20.61	
20.73	Reports from Outside Bodies and Working Groups for noting	
	<p>a) Community Resilience Plan for Findon (incorporating the Improving our Places and Spaces Supporting Community Resilience) No update during COVID 19 lockdown.</p> <p>b) Trees Working Group Lead Cllr Carr reported that the 300 tree saplings had been watered over a five hour period via the Pre-School. The condition of a couple of juvenile trees in the High Street would be monitored by the Findon Tree Warden.</p> <p>c) Assets of Community Value No update during COVID 19 lockdown.</p> <p>d) Village Hall Trust Covered under Minute 20.68.</p> <p>e) Findon Village Pre School Lead Cllr Carr advised that the repairs to the Pre-School roof had been completed.</p> <p>f) Joint East Arun Area Committee (JEAAC) No update during COVID 19 lockdown.</p> <p>g) Allotment Gardens Lead Cllr Carr was pleased to report that the allotment gardens were looking very productive. The leak triggered by recent extension to the water supply had been repaired by ADC. Cllr Carr had contacted ADC with the offer to water the 220 new beech saplings planted by ADC on the entrance road.</p> <p>h) Open Spaces Working Group Lead Cllr Carr introduced the report (as previously circulated) and drew attention to para 1.4 of the report regarding the response from the WSCC Highways Manager. Cllr Carr updated that ADC had now promised to replace the waste bin that had been taken away at the Cemetery. The work on the Wattle House would commence in July 2020 with a budget of £500.00 as previously agreed by FPC. Councillors considered the quotes for the felling and removal of the dead sycamore tree on Nephote Green and accepted quote B £275.00 plus VAT. The contractor was Greensmiths Tree Surgery Resolved: that Findon Parish Council</p> <ol style="list-style-type: none"> 1. Authorises Greensmith Tree Surgery to fell the dead Sycamore tree at the north west corner of Nephote Green and remove waste from area at a cost of £275.00 plus VAT. <p>i) Bridleways and footpaths Working Group No update during COVID 19 lockdown.</p> <p>j) Village parking/speeding Working Group A local resident would be joining the Working Group activities when COVID 19 restrictions allowed, and an article published in Findon News.</p> <p>k) Nephote Green Charitable Trust (NGCT) No update.</p>	

20.74	Finance	
	<p>a) Receipts and bank reconciliations The bank reconciliation for May 2020 (as previously circulated) was noted and approved.</p> <p>b) Payments The payments made in June 2020 to date (as previously circulated) totalling £2470.93 were noted and approved.</p> <p>c) Use of HSBC Internet Banking for BACS payments No update during COVID 19 lockdown.</p>	
20.75	Items to be referred to next Agenda not already included in the minutes	
	<p>Cllr Wilson had spoken to ADC regarding the feeding of 50-60 seagulls by residents near Nightingales and the hygiene, mess and noise issues this created. Cllr Wilson would take photos for the ADC officer and report back at the next FPC meeting.</p> <p>A note of appreciation to Findon WI for making all the face masks which had been greatly appreciated by residents.</p> <p>Meeting closed at 8.58pm.</p>	JW

Report to Findon Parish Council – 22 June 2020

HIGHWAYS

Repairs to School Hill & Nepcote Lane about to be done;
Operation Watershed grant has been approved;
Highways are looking at the A24 corridor regarding improvements and cycle ways. I am on the working group and parishes and other stakeholders will be approached for their input. It is important Findon PC are actively involved, as this is a once in a generation opportunity to get improvements and cycle lanes designed ready for funding opportunities.

RIGHTS OF WAY

We appreciate during this strange time that many new and existing users are enjoying the Public Rights of Way (PROW) network across the County and we are asking if you are able to provide some useful information to your parishioners reminding them of their rights and responsibilities when using the PROW along with updating them on what we are doing to maintain our service at this time. If the wording below, in bold, could be incorporated into any parish newsletters or put into parish noticeboards this will be very much appreciated.

Please note WSCC has suspended the 15 month Inspection and Maintenance Cycle, due to the Covid 19 pandemic, and is currently only taking action on Public Rights of Way where reported issues require work to ensure public safety on the network. Should any enquiries received not be of this nature it will be logged so it can be prioritised and addressed in the future when normal working practices are resumed. We are currently reviewing when we can re-start inspections in line with government guidance and ask you for your patience in dealing with issues that arise. It is also important to note that our summer clearance programme for surface vegetation has now begun on selected paths and is running between the 1st June and mid-August.

Signed:

Dated:

- At this time it is important to remind people that public footpaths are for use by the public on foot only and cycling on these routes is a trespass against the landowner. This unlawful use risks conflict on the paths themselves and considerable challenges for people trying to keep the necessary 2m apart whilst enjoying the countryside.
- It is also important to note that landowners are responsible for any side vegetation encroaching onto the path and any structures on the PROW network, such as stiles and gates. If appropriate to do so please contact the landowner, if known, directly to make them aware of the issue but if not you can continue to report such issues by following the link below.

<https://www.westsussex.gov.uk/land-waste-and-housing/public-paths-and-the-countryside/public-rights-of-way/report-a-problem-with-a-right-of-way/#report-a-problem>

LIBRARY RETURNS

Our libraries are accepting returns on borrowed items at the library door on the below dates.

- Saturday 20 June: 10am to 12pm midday (excluding Midhurst Library)
- Tuesday 23 June: 2pm to 4pm
- Thursday 25 June: 10am to 12pm midday

There will be no charges for any items that are not returned during this time.

[Returning library items - what you need to know.](#)

CLIMATE CHANGE STRATEGY

A proposed ten-year plan to address and adapt to the challenges of climate change and to become carbon neutral by 2030 will be set out by the County Council next week.

The draft Climate Change Strategy 2020-2030 will be examined by the Environment and Communities Scrutiny Committee at a [meeting on Wednesday 24 June](#)

Help is still available [Our COVID-19](#) community hub team remains available every day to help our vulnerable residents: **phone 033 022 27980**

Signed:

Dated: