



# FERNHURST PARISH COUNCIL

## Parish Council Meeting Minutes

Wednesday 12 April 2017

**Minutes** of the **Parish Council Meeting** held at Fernhurst Village Hall on  
**Wednesday 12 April 2017** at 6.30pm

**Councillors Present:** Mrs H Bicknell (Chairman), Mr W Black, Mr J. Buchanan, Mr G Inns, Mrs M. Jenkins, Mr A. Moncreiff, Mr N. Rawlings (from item 54/17) , Mr C Tedd, Mrs M Timms.

**Apologies For Absence:** Mr J Smith, Mr G Williamson.

**In Attendance:** K Jones (Clerk), District Councillor Norma Graves.

**46/17 Public Representations:** Mr Iain Brown commented upon the improved night-time illumination in the village. He was informed that the street light fittings had been upgraded in 2015 under the council's contract with West Sussex County Council: they now provide better, more directed illumination whilst using less electricity. Cllr Inns commented that the street illumination was switched off at midnight and it was then very dark. The Chairman agreed with Cllr Inns that it was indeed very dark, and added that inconveniently located hedges could prove a hazard to pedestrians making their way home after a night out.

**47/17 Declarations of Interests:** None.

**48/17 Previous Minutes:** The Minutes of the Meeting of the **8 March 2017** were agreed and signed. Proposed: Cllr Timms, seconded: Cllr Tedd.

**49/17 Matters Arising From The Minutes:** The clerk informed the meeting that the council had written to retiring County Councillor Michael Brown thanking him for his service to the parish and wishing him future success.

**50/17 County Councillor Commentary:** None.

**51/17 District Council Commentary:** District Councillor Norma Graves updated the meeting on various initiatives promoted by the district council. While many had a Chichester focus the success of Chichester boosted the whole district.

**52/17 Cemetery Lych-Gate:** The clerk informed the meeting he had met with the consulting engineers that afternoon. The misalignment issues appear to be widespread. The engineers have been tasked to draft a scheme of works to effect a lasting solution. They have also been asked to recommend three possible contractors to execute the work.

**53/17 Office Refurbishment:** The clerk had met with the chairman of the village hall trustees to explain the council's scheme and seek his agreement, which was forthcoming. Quotations are now required for decorating, carpeting and new blinds. **Action: (Clerk)**

**54/17 Air Crash Memorial Service:** Cllr Black informed the meeting that the responsible committee, under the chairmanship of Christine Maynard, was actively progressing two events to mark the 50<sup>th</sup> anniversary. Firstly, a memorial service at St. Margaret's for the 4

November. Secondly, a two-day exhibition, to be held in the village hall, of all memorabilia and local memories of the disaster.

A permanent memorial within St. Margaret's was proving to be costly and expensive owing to diocesan regulations. Various sources of funding are being explored to provide a permanent memorial, possibly located outdoors. Existing local memorials to those who died in plane crashes were discussed.

**55/17 Tree Audit & Inspection** – A tree audit and inspection is required for Van Common. A suitably qualified and insured arboriculturalist is to be instructed. **Action: (Clerk)**

**56/17 Hedges** – A notice is to be placed in the Fernhurst News requesting householders to properly maintain hedges at public footpath boundaries. The regulations prohibiting the cutting of hedges between 1 April and 31 August do not apply where it is necessary to remove a footpath obstruction. **Action: (Clerk)**

**57/17 Emergency Plan** – The existing Emergency Plan for the parish dates from 2010 and is in urgent need of updating. Cllrs Bicknell, Inns, Jenkins and Timms agreed to review the Emergency Plan. **Action: (All)**

#### **58/17 Correspondence & Other Matters:**

##### **Councillors' Announcements:**

**Village Green Fencing:** Quotations for the work are still awaited.

**Kingsley Green Telephone Kiosk:** The purchase of the kiosk by the council and the agreement with the Kingsley Green Society had been concluded.

**National Trust Covenants:** Copies of those applicable to certain parts of the parish were still awaited by Cllr Black.

**Joint NE/NW Forum Meeting – Midhurst, 28 March.** Cllr's Black and Timms attended and reported useful presentations by South Downs National Park Authority staff on its first 5 years and Neighbourhood Planning.

**Church Road Drainage:** Sumps were being installed to trap silt and other debris in an effort to avoid drain blockages. It had also been discovered that a gas supply pipe had penetrated the drain pipe. This had now been removed.

**Annual Parish Meeting:** This is set for **Wednesday 26 April 7.00pm at the Village Hall.**

**Richard Chapman Memorial Tree** – Ruth Payne had approached the council and it had been agreed to allow the planting of a native species tree near the existing Copper Beech on the Village Green.

**Tree Audit** – An audit and safety inspection of trees on parish council owned land is required. The principle area affected will be Van Common. **Action: (Clerk)**

**Public Toilets** – Complaints have been received of the public toilets being closed at between 4.00 and 4.30pm: the clerk to contact the contractor. **Action: (Clerk)**

##### **Clerk's Announcements:**

**Post Office Clock:** Although mounted on the post office building this is the property of the parish council. It is currently not working and the postmistress has expressed a preference for a mains powered clock as opposed to a manual wind. The council agreed to explore the costs involved. Cllr Jenkins offered to assist. **Action (Clerk/MJ)**

**2016/17 Accounts and Budget:** Draft accounts for the year indicated a surplus of income over expenditure for the council of circa £20,000.

**Public Toilets:** Cllrs Moncreiff and Timms, together with the clerk had inspected the public toilets. Refurbishment is now required. The possibility of adding facilities for wheel-chair users is also to be examined. **Action: (Clerk)**

### 59/17 Monthly Executive & Committee Reports

- **March Bank Reconciliations:** were reviewed and agreed.
- **List of Payments and signing of cheques.** Authorisation of list of payments and signing of cheques.  
Approval of the above proposed by Cllr Timms, seconded by Cllr Buchanan, carried unanimously.
- **Planning Committee:** Minutes of the meetings of the 6 and 20 March 2017. **Noted.** Received and accepted.
- **Property, Highways & Environment Committee:** Minutes of the meeting of the 6 February 2017. **Noted.** Received and accepted.

### 60/17 Update on Local Issues

- **Services and Facilities for Young People:** Cllr Inns advised the council that the Purple Bus facility for young people continues. The Senior Youth Club will re-open after Easter.  
At a recent meeting it had been reported that Fernhurst had a relatively low crime-rate but that theft from cars parked in car parks for walkers was a continuing problem.  
Work to raise the community share of funds for the external gymnasium at Nappers Wood was ongoing.
- **Fernhurst Village Hall:** No report.
- **Policing:** No report.
- **Fernhurst Primary School:** It was reported that Mrs Gill Richardson had been appointed as the new head teacher. Three teachers had apparently left the school and two new ones recruited.
- **Fernhurst Recreation Ground:** A meeting between representatives of the parish council and the district council to discuss the proposed pavilion development has been scheduled for the 25 April. It was pointed out that improvement to the facilities was strongly supported in the Neighbourhood Plan (Ref: Policy CF3 – Page 59).

Meeting closed at 8.20pm.

**Date of Next Meeting: 10 May 2017**

**Chairman Signed:**.....

**Date:**.....