

FERNHURST PARISH COUNCIL

MINUTES of the Annual Meeting of the Parish Council held at Fernhurst Village Hall
on Wednesday 20 May 2015 at 6.30 p.m.

PRESENT Cllrs: Mrs. H. Bicknell (acting Chair)
Mrs. M. Timms (acting Vice)
Mr. R. Chapman
Mr. C. Tedd
Mr. G. Inns
Mr. J. Buchanan

APOLOGIES FOR ABSENCE:
Mr. K. Harding
Mrs. N. Braithwaite
Mr. J. Smith

INATTENDANCE:
Mrs. R. Knifton (Clerk)
District Cllr, Mrs. N. Graves
District Cllr, Mrs. P. Hardwick

The Attendance Register was signed and apologies for absence were reported.

ACM/1/15 ELECTION OF CHAIRMAN

The Clerk opened the meeting and asked for nominations for Chairman. No members were nominated. It was **AGREED** that until FPC has all 11 vacancies filled, Cllr Bicknell as current Vice Chairman will stand as acting Chair.

Proposed by Cllr Chapman and seconded by Cllr Timms.

RESOLVED

ACM/2/15 ELECTION OF VICE-CHAIRMAN

It was **AGREED** that similarly to minute ACM/1/15, until FPC has full Council membership, Cllr Timms will stand as acting Vice.

Proposed by Cllr Bicknell and seconded by Cllr Buchanan.

RESOLVED

ACM/3/15 INTERESTS

Cllr Inns declared a Personal interest with regards to the Neighbourhood Plan, agenda item 12c. No other declarations of Pecuniary, non-Pecuniary or Prejudicial interests in relation to any items included on the agenda for this meeting in accordance with **THE LOCALISM ACT 2011** and the **Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012** were declared.

ACM/4/15 MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting held on 8 April 2015 were **AGREED** as being a true record.

Proposed by Cllr Timms and seconded by Cllr Bicknell. **RESOLVED**

ACM/5/15 MATTERS ARISING FROM THE MINUTES

It was **NOTED** that the Council is currently two members short.

ACTION: Cllr Bicknell proposed that all Cllrs should be attempting to recruit for co-option.

NOTED that if the membership of 11 Cllrs was not achieved by the time limit, a by-election would have to be held.

District Cllr Hardwick suggested a possible co-optee.

AGREED that co-option of two new members will take place at the next meeting of Council.

ACM/6/15 APPROVAL OF COMMITTEE MEMBERSHIP AND REPRESENTATIVES

The following were **AGREED** by Council as interim members:

Finance and Administration

Graham Inns, Heather Bicknell, Maureen Timms and Richard Chapman.

Planning Applications Committee

All Members

Due to the committee consisting of all members of Council, an election for Chairman was **AGREED**. Cllr Braithwaite was proposed by Cllr Chapman and seconded by Cllr Bicknell.

RESOLVED that Cllr Braithwaite remains as Chairman to the committee.

Property, Highways and Environment

Maureen Timms, Chris Tedd, John Buchanan, Heather Bicknell, Graham Inns and Richard Chapman

North East Forum

Heather Bicknell

County Local Committee

TBC

South Downs National Park, West Sussex ALC

Graham Inns and Nicki Braithwaite

Fernhurst Village Hall

John Smith

Fernhurst Primary School

Maureen Timms

Services and facilities for young people

Graham Inns and John Smith

Neighbourhood Planning Liaison

Nicki Braithwaite and Graham Inns

Recreation ground

Heather Bicknell

ACTION: AGREED that both the Finance and Property Committees will meet to elect their respective Chairman on Monday the 8th of June.

ACM/7/15 APPROVAL OF BANK SIGNATORIES

AGREED that all members of the Finance Committee should be signatories on the NatWest Bank Account, along with the Clerk as RFO.

Member confirmed to be on the Bank Mandate are as follows: Richard Chapman, Maureen Timms, Heather Bicknell, Graham Inns and Rebecca Knifton.

Ex-Cllrs to be removed from the Mandate as follows: Andrew Moncreiff, Sue Ogilvy and Geoff Walls.

Proposed by Cllr Bicknell and seconded by Cllr Chapman.

RESOLVED

ACM/8/15 APPROVAL OF THE ANNUAL RETURN

The figures in section one of the Annual Return were discussed and approved. The Internal Auditor's Report and the presented end of year close down report from the Clerk were **NOTED** and raised no concerns or areas for improvement since the recent updating of the Council's compliance documents.

Proposed by Cllr Chapman and seconded by Cllr Inns.

RESOLVED that the Annual Return figures are **ADOPTED**.

The Clerk read out section two, the Annual Governance Statement and members **AGREED** that all points had been met in accordance with the law.

Proposed by Cllr Bicknell and seconded by Cllr Timms.

RESOLVED

ACM/9/15 COUNTY COUNCIL COMMENTARY

Absent

ACM/10/15 DISTRICT COUNCIL COMMENTARY

District Cllr Norma Graves spoke briefly to confirm that she had been re-elected and that Philippa Hardwick had been newly elected in place of Heather Caird.

Cllr Graves explained that there had been some reshuffling at CDC and that her current roles are as follows:

Alcohol and Entertainment Licensing Committee

General Licensing Committee

Grants and Concessions Panel

Overview and Scrutiny Committee of which she is Vice Chairman

There are now 18 new District Cllrs with 48 in total consisting of 42 Conservative, 3 Liberal Democrats and 3 Independents.

The main news at the District at present is that the Local Plan has been agreed to be passed.

District Cllr Philippa Hardwick gave a brief presentation and introduction and explained that she had been elected to represent Plaistow and Ifold Parish for the District Council for the past 5 years. She is a resident of Fernhurst and lives in Marley Lane. Her working background is as a Commercial Barrister specialising in commerce and accounts and still remains on a committee in London that give grants to worthy causes.

Due her background, she is now a Cabinet Member for Finance. She is overseeing the 'Trust House Charity' which is a fund that can give grants to local projects. There is currently £20k set aside.

FPC welcomed District Cllr Hardwick.

ACM/11/15 CORRESPONDENCE & OTHER MATTERS

Insurance – the quotes received were discussed and it was **AGREED** that FPC will instruct AON.

ACTION: The Clerk to obtain the policy and to request a quote for key man insurance.

Proposed by Cllr Timms and seconded by Cllr Inns

RESOLVED

ACM/12/15 MONTHLY EXECUTIVE REPORTS/COMMITTEE MATTERS

a) Finance and Administration, including approval of the:

- bank reconciliation. Proposed by Cllr Chapman and seconded by Cllr Bicknell. **RESOLVED**
- list of payments and signing of cheques. **ACTION:** The Clerk to investigate the recent invoice to Southern Water. This payment is to be held back.
All other payments were approved. Proposed by Cllr Chapman and seconded by Cllr Bicknell.
RESOLVED

b) Planning Applications Committee, including approval and signing of minutes. The minutes were **AGREED** as a true record.

Proposed by Cllr Chapman and seconded by Cllr Timms.
RESOLVED

c) Neighbourhood Planning Steering Group. **NOTHING TO REPORT**

ACM/13/15 UPDATES ON LOCAL ISSUES

a) Services and facilities for Young People.

Cllr Inns reported. There has been a lot of work lately with the production of flyers and posters warning cars to slow down around the Parish. An agreement has been made with Highways as to where to place them. Further discussions are taking place with regards to a possible skatepark facility and Cllr Inns will be asking CDC's Piers Taylor as to suitable locations and other advice. Cllr Inns wished to inform Members that a service manager from the Hyde Group had approached Cllrs Inns and Smith with regards to funding. Crossfield – **NOTED** that an official permit from CDC for the siting of the proposed flower tubs would have to be obtained.

Other projects: **NOTED** that the play area is very run down at Nappers Wood. Further discussions have taken place with the Hyde Group as to funding a more age diverse play area. **NOTED** that the slide had been taken down due to health and safety.

A further update will be received at the next meeting.

b) Fernhurst Village Hall. **NOTHING TO REPORT**

c) Policing. **NOTHING TO REPORT**

d) Fernhurst Primary School. **NOTHING TO REPORT**

ACM/14/15 QUESTIONTIME FOR PARISHIONERS

None

Meeting Closed 8.15

Signed.....

Date.....