

## **FERNHURST PARISH COUNCIL**

MINUTES of the meeting of the Parish Council  
held at Fernhurst Village Hall on Wednesday 11<sup>th</sup>  
December 2013 at 7.00 p.m.

PRESENT: Mr. J. Cottam (Chairman)  
Mrs. H. Bicknell (Vice Chairman)  
Mr. R. Chapman  
Mr. A. Moncreiff  
Mrs. S. Ogilvy  
Mr. J. Smith  
Mrs. M. Timms

### APLOLOGIES FOR ABSENCE:

Mrs. N. Braithwaite  
Mr. K. Harding  
Mrs. H. Pezier  
Mr. G. Walls

### IN ATTENDANCE:

Mr. D. Bleach (Clerk)  
Mrs. N. Graves (District Councillor)  
1 member of the press

## **1. MINUTES OF PREVIOUS MEEETING**

It was proposed by Mrs. Timms and seconded by Mr. Smith that the minutes of the meeting held on 13<sup>th</sup> November 2013 be signed as correct with an amendment to minutes no. 2(d) to read: 'It was agreed that Mrs. Pezier would produce a revised version of the Code of Conduct to be considered by a working party consisting of Mr. Cottam, Mrs. Pezier, Mrs. Bicknell, Mrs. Ogilvy and Mr. Chapman'. Carried.

## **2. MATTERS ARISING FROM THE MINUTES**

### **a) Fernhurst Public Toilets**

The Clerk reported the various repairs had been carried out by the District Council and that a draft lease had been received. Mr. Cottam was concerned about clause 2.2 regarding the repairs and decorating and, subject to appropriate amendments being agreed with the District Council, it was proposed by Mrs. Ogilvy and seconded by Mrs Timms that the Clerk be authorised to sign the lease. Carried.

### **b) Neighbourhood Plan**

Mr. Cottam reported that the Neighbourhood Plan document is almost finished and that a consultant engaged by the Parish Council had agreed that it was satisfactory. A steering group meeting tomorrow would hopefully finalise the document. The next phase is that the Neighbourhood Plan and supporting documents will be sent to the SDNPA who will carry out a formal consultation. Any comments will be assembled and

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passed to the independent examiner who will decide whether it is suitable to go to a referendum. Printed copies would be delivered to every home in the parish.

**c) Christmas Lights and Christmas Party**

The Christmas lights event had taken place on 3<sup>rd</sup> December and was well attended.

There had been 58 acceptances for the Christmas party.

**d) Code of Conduct**

See minute no. (1) above.

**e) Chichester District Council Shared Services.**

Mrs. Graves had provided details of those services that CDC shares with other local authorities which include some legal services, on street parking enforcement, coastal management, drainage, planning, estate services, benefit fraud services and printing services.

**3. COUNTY COUNCIL COMMENTARY**

No report.

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**4. DISTRICT COUNCIL COMMENTARY**

See Mrs. Graves' report at Annex 'A'.

**5. CORRESPONDENCE/OTHER MATTERS**

<b>From</b>	<b>Subject</b>
SALC	November newsletter. (Already circulated) <b>Noted</b>
Chichester District Council	Proposed transit site for travellers. <b>Noted.</b>
Mr. N. Tonkin	Cooksbridge Corner accidents. <b>Clerk asked to write to head of highways at WSCC expressing concern at the delay in taking action in this matter.</b>
WSCC	Bollards for junction Midhurst Road/Vann Road. <b>The Clerk was asked to establish the cost of providing bollards at this junction as WSCC does not provide them.</b>
The Purple Bus ) Waverley CAB ) Victim Support ) HomeStart ) Fernhurst Good Companions ) 4Sight )	Letters of thanks for grants. <b>Noted.</b>

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- Clerk Lease for Crossfield toilets. **See minute 2(a) above.**
- Clerk Traffic Regulation Order – Church Road. **It was proposed by Mrs. Ogilvy and seconded by Mr. Smith that the Parish Council requests that WSCC prepares a Traffic Regulation Order to extend the double white lines around from Midhurst Road into Church Road so as to prevent unauthorised parking in the disabled bay and in front of the upper cemetery gate. Carried.**
- Celtique Energie Community Surgery – 19th December. **Noted.**
- Midhurst Rother College Consultation on admissions policy. **Noted.**
- Alcohol Concern ‘Dry January’. **Noted.**
- Clerk Job applications and interviews. **It was agreed that the interviews for the post of Clerk and RFO would be held on Monday 6<sup>th</sup> January 2014 and that the interview panel should consist of Mr. Cottam, Mrs. Bicknell, Mrs. Ogilvy, Mrs. Timms and the Clerk.**

#### **Item Available for Reading**

Navigus Planning Journal of Local Planning – Winter 2013.  
Cowdray Estate Cowdray News – December 2013.  
NALC Local Council Review – Winter 2013.

#### **6. CHAIRMAN’S ANNOUNCEMENTS**

None.

#### **7. MONTHLY EXECUTIVE REPORTS/COMMITTEE MATTERS**

##### **a) Finance and Administration, including approval and signing of cheques**

It was proposed by Mr. Chapman and seconded by Mrs. Bicknell that the list of payments and cheques shown at Annex ‘B’ be approved and signed. Carried.

A schedule of receipts is also shown at Annex ‘B’.

The bank reconciliation (Annex ‘C’) was accepted.

The budget report (Annex ‘D’) was accepted.

##### **b) Planning Applications Committee**

It was proposed by Mr. Chapman and seconded by Mrs. Timms that the minutes of the meetings held on 4<sup>th</sup> and 25<sup>th</sup> November 2013 be signed as correct. Carried.

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**c) Property, Highways and Environment Committee**

Nothing to report.

**d) Fernhurst Recreation Ground**

Nothing to report.

**8. UPDATES ON LOCAL ISSUES**

**a) Services for young people and the Youth Club**

Mr. Smith reported that it is still proving difficult to find people to do training of Youth Club staff on child protection issues.

**b) Fernhurst Village Hall**

Nothing to report.

**c) Policing**

Nothing to report.

**d) Fernhurst Primary School and Pre-School**

Nothing to report.

**9. QUESTIONTIME FOR PARISHIONERS**

Mrs. Bicknell reported that the Social Club had been broken into and money stolen from the fruit machines.

Mrs. Bicknell reported that £92.62 had been collected in donations at the Christmas lights event. It was agreed that this should be divided equally between the Youth Club and the Scouts.

It was reported that a fish and chip van is operating in the Crossfield car park on Wednesday evenings until 8.30 p.m.

Mrs. Bicknell reported that there is a hole in the verge at the end of the path beyond the churchyard.

**Signed.....**

**Date.....**