

SLAUGHAM PARISH COUNCIL

Parish Council Meeting MINUTES

Meeting held on Thursday 27th April 7.30pm – The Sports Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council Email clerk@slaughampc.co.uk Website: <http://www.slaughampc.co.uk>

Press and Public are welcome to attend - The Parish Council is an open and transparent local authority and encourages public attendance at meetings. However, the Council is maintaining COVID precautions. You should consider staying at home if: -

- you have coronavirus symptoms: a high temperature, loss or change to sense of smell or taste, a new continuous cough.
- if you have tested positive for COVID-19 or are waiting for a test result.

Keeping us all safe: When you attend the meeting, keep yourself and others safe by following the Government's guidance at all times

Present: Cllrs Julia Elliott (Chair) Eric Prescott, David Dunn, Lorette Holborn, Jane MacNaughton, Lesley Read, Bob St George

Others Present: 3 members of Public

- 1. Apologies for Absence:** To receive and accept apologies for absence. Cllr Michael Earle District Cllr Gary Marsh, County Cllr Bruce Forbes, Cllr Kristy Adams
- 2. Declaration of interest from members in respect of any items on the agenda:** To record any declarations of interest **None**
- 3. Approval of the Minutes of the Previous Meeting held on 30th March 2023** -To receive and accept the Minutes Item 8.2 – The members were asked to approve the revised grant policy – Proposed Cllr Dunn Cllr Holborn APPROVED
- 4. Adjournment for questions from the public:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance in respect of items on the agenda

Member of the Public – The Council several years ago took email addresses that would send new content alert notifications for the website to the residents that subscribe.

As the new Council take office should the Council consider implementing a database in order to generate more interest in volunteering or joining the Council.

The Clerk advised that this function was set up during the initial stages of the first neighbourhood plan via a different blog website. This was also prior to the changes in data legislation. This is not something that was considered for the Council's main website.

Cllr Dunn advised that the Council hosted 3 separate surgeries in various locations around the Parish. These were well advised through the notice boards, the Council's website, social media pages and issued via the resident associations., however, these were not well attended.

The Clerk advised that this is not an isolated issue for Slaugham Parish, many Parishes struggle to gather interest. This has worsened since the change in legislation and COVID19. The Council do share information via the residents' associations, village social media pages that are in place and are active alongside other groups and interested parties.

Cllr Holborn added that the issue is that so many people are volunteering now that they just do not have the time, locally Woodgate, Neighbourhood Watch, second hand shops to name a few are asking for more volunteers. There are many Parish Councils in the same position.

Cllr Elliott advised that it is a good idea to look at revisiting how the Council communicate and try and encourage new members however the Council do need to consider how they do that ensuring that personal data is not exploited and that we are doing it in the right.

- 5. Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
 - 5.1. Mid Sussex District Council (MSDC):** Press Release/s updates *cc'd in advance*
 - 5.2. West Sussex County Council County Local Committee (WSCC/CLC) –** Press Release/s updates *cc'd in advance*
- 6. Committee Reports:** Council to consider the recommendations, receive and note committee and advisory group/updates: To approve meeting and or briefing notes received in advance of the meeting convened:
 - 6.1. Finance & Policy Committee:**
 - 6.1.1.** Members met on the 27th April to review the Annual Return figure and recommend to move to internal audit papers *cc'd in advance* APPROVED
 - 6.2. Recreation:**
 - 6.2.1.** Review of the allotments are ongoing.
 - 6.2.2.** Benches have been delivered and will be installed week commencing 8th May 2023 the Clerk will meet with the contractor to review the locations.
 - 6.2.3.** An initial ecological survey has taken place at Knapes Field. A sub committee to be formed under new Council to take the project forward, develop a business plan and secure funding.
 - 6.3. Neighbourhood Planning: Land at St Martin Close** - The Neighbourhood Plan indicates that the site is suitable for development between 2017 – 2022 – Update members on current progress with options and lawful requirements of the site pending document review and future meetings: The Council has received correspondence Lawrence Foote Assoc who have recommended a valuer that will undertake a review of the appraisal for the site.
 - 6.4. Planning Committee:** Members to consider updates: To approve meeting minutes of meeting/notes *cc'd in advance*



7. **Chairman's Report:** to receive verbal report for the Chair:
8. **Clerks Report** – to receive verbal or written report from the Clerk papers cc'd in advance
- 8.1. To remind members of the elections timetable <https://www.midsussex.gov.uk/elections-voting/upcoming-elections/>
 - 8.2. Members to review and approve the Parish Councils Grant Policy (*approved at the meeting held on the 30th March 2023*)
 - 8.3. The Annual Meeting of the Council **18th May 2023** (meeting of the new Council)
 - 8.4. The Annual Parish Meeting **25th May 2023** – The speakers for this event are the Community Land Trust and a new Councillor on energy efficiency, solar farms.
 - 8.5. Closure of the SPAR in the High Street, Handcross. The Council have received correspondence from a resident in relation to preliminary explorations into a local community shop. Noted
9. **Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve: Bank Reconciliation for month March 2023 Approval in line with scheme delegation (*Ref: Bank Payment Analysis attached*) **RECOMMENDATION:** The Committee approves the schedule of payments for April 2023
Total Payments £12169.21
Awaiting Invoice £6203.09 – Parish Bench Project
Awaiting Invoice £4518.56 – April Staff Salaries
Proposed Cllr Bob St George Second Cllr David Dunn APPROVED
10. **Correspondence/Information Items/Publications/Consultations:** (*Correspondence cc'd in advance to members*)
11. **Highways/Footpaths:** to review highways projects/items
Cllr Bob St George to contact Highways regarding the pot holes in the High Street.
12. **Police / NHW Report / Resilience Group Reports**
12.1. Crime Reports cc'd members – Updates issued to members in advance
13. **Any other matters that the Chairman wishes to raise for future discussion:**
- The Clerk asked that Council to consider the management needs for MacNaughton Hall Cllr Elliott suggested that this project is considered at the next recreation meeting and assistance requested from the District is escalated to District Cllr Gary Marsh .
14. **Date of next meeting/s – Annual Meeting of the Council 18th May 2023**

Signed: _____ Date: _____