

SLAUGHAM PARISH COUNCIL

PARISH FULL COUNCIL MEETING MINUTES

Thursday 29th November 2018 at 7.30pm in the Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council

Present: Cllr's John Welch, David Dunn, Bob St George, Lesley Read, Julia Elliott

Others Present: one member of public

1 **Apologies for Absence:** Cllrs Andrew MacNaughton, Pete Clark, Simon Goyder & Michael Earle

2 **Declaration of interest from members in respect of any items on the agenda:**

3 **Approval of the Minutes of the Previous Meeting:** Include Cllr Dunn – Item 3 – lack of blinds / operational errors rather than technical

4 **Open Forum:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance –

5 **Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities

5.1 Mid Sussex District Council (MSDC): Feedback from the District Plan Update. None Present

5.2 West Sussex County Council County Local Committee (WSCC/CLC) None Present

6 **Committee Reports:** to receive and note committee and advisory group updates

The Committee Chairmen will provide an update, Council to consider the RECOMMENDATIONS:

6.1 Finance & Policy:

6.1.1 Set Budget/Precept Meeting –The Clerk will email members to agree a date before Christmas in the absence of members from tonight's meeting. The Clerk requested that due to the cut-off date for producing the budget and precept being the 31st January that Council agree to bring the next full council meeting forward by one week to the 24th January 2019 **APPROVED**

6.2 Recreation:

Handcross Sports Pavilion – (*Document ref :R&P17.18*) – Members to approve the Pavilion Management Accounts 2017/18 – The Clerk recommended the accounts are approved and surplus funds are paid back to Council as set out in the constitution. **RESOLVED**

6.3 Neighbourhood Planning: To update on progress Consultation on the Submission (Regulation 16) version of the Neighbourhood Plan started at 9:00am on Monday 19th November 2018 until Midnight Monday 14th January 2019. Members are asked to approve MSDC recommendation of Examiner and timescales of the SPCNHP – MSDC have recommended that they hold the Referendum along with the Council elections, to save costs, or it will be deferred to June/July. The Examiners report and the Decision Statement would need to be put through their committee process, starting on 27th February 2019.

The Examiner has agreed that he can meet the timetable providing the following can be met:

- the Council is able to provide updates on representations throughout the consultation period (rather than the usual big batch at the end);
- his organisation of the unaccompanied visit immediately after 14/1;
- his preparation of any required clarification note the day after the visit;
- the Parish Council's capacity and willingness to respond to any required clarification note by 31/1;
- the capacity and willingness of MSDC/SPC to comment on the fact check report during the w/b 11/2.

Members agreed to the timescales and requirement set out The Clerk was instructed to advise MSDC and Councils Planning Consultants - Members agreed to the timescales **RESOLVED**

6.4 Community Halls: Finches Field to update on progress

Members to consider the paper in relation to the Financial movements required for the completion of the Finches Field Community Centre. Documents cc'd in advance (*Ref: Finches Field Funding Supporting Paper*)

Good progress is being made in relation to the build and it should be completed by Christmas. However, although we have managed to secure the ground works required for the gas, the final service connection will not take place until February due to works required on the highway. We have managed to the main work/cable laid so that the car park can be finished. Fowlers will return to complete the final connection to the service.

With regard to finances, delays at the start of the build due the inherited design and a requirement to relocate the building because of the proximity to the power lines meant that the start was delayed at a cost of approx £19k.

In addition to the building control requirements for an additional energy source at the site has meant that costs have escalated he agreed costs towards heating the building by approx. £34k.

MSDC asked SPC to incorporate the car park into the project allocating an additional £50k, however estimates for the car park were challenging the budget allocated by MSDC. See below a breakdown

External Works escalated massively as a result of overprovision of car parking spaces.	
Subsequently we have submitted a modification to the plan to bring the cost down	£110,700.00
MSDC contribution	£50,000.00
S106 contribution	£54,600.00
Shortfall	£6,100.00
Delay due to late start because of Overhead Power Line	£19,000.00

Heating – the electric system specified in MSDC design budgeted at £20k. Mains gas system, incorporating a boiler and underfloor heating will cost an overspend of £34.0k

£34,000.00

TOTAL

OVERSPEND AS A RESULT OF ITEMS LISTED

£59,100.00

Members agreed that SPC should write to MSDC with regards to the delay and additional requirements and impacts on the current finances.

6.5 Planning Committee

7 Chairman's Report: to review Chairman's updates

7.1 Lower Ashfold, Coos Lane – Building Encroachment onto the Common Land – (*Ref: Lower Ashfold, Slaugham, (DMH Stallard Ref:315662-2 030918)*) Update

i. The Encroachment - The 1953 order made by the Council and the then Landowner

ii. The Without Prejudice Letter – Approach to surrender the Common Land Lease

7.2 Handcross Primary School Parking/Traffic issues – Update from WSCC

7.3 Land Rear of Covert Mead- Update on the highway activities to the rear of Covert Mead.

7.4 Gatwick Consultation Draft Master Plan for ongoing development and sustainable growth at the airport.

8 Clerks Report –

8.1 See Committee Reports Item 6

9 Correspondence/Information Items/Publications/Consultations: cc'd in advance to members

9.1 Site Allocations DPD Consultation – Judy Holmes Letter to Parishes

9.2 Mid Sussex District Council – Pilot voter ID: MSDC has been selected for this pilot which will take place for the local elections in May 2019. (*REF: MSDC press release Voter ID Pilot – Issued 8th November 2018*)

10 List of Accounts for Payment: To review list of accounts for payment

10.1 List of payments November 2018 (*Ref Bank Reconciliation 1118.Payment Analysis 1118*)

11 Highways/Footpaths: to review highways projects/items

11.1 Parish Traffic Calming Project – To report on progress –

12 Police / NHW Report / Resilience Group Reports

12.1 Crime Reports cc'd members

13 CONFIDENTIAL Matters: The Council is asked to close the meeting to the public and the press under the Public Bodies (Admissions to Meetings) Act 1960 to discuss the following item:

(1) Staff Matters:-

14 Any other matters that the Chairman wishes to raise for future discussion:

Date of next meeting/s –

Signed: _____ Date: _____