

WEST DEAN PARISH COUNCIL

MINUTES OF A MEETING OF WEST DEAN PARISH COUNCIL HELD IN THE DINING ROOM AT WEST DEAN COLLEGE ON WEDNESDAY 20 JANUARY 2010 AT 7.30PM

Present: Cllrs. R. Hill (Chairman), S. Corbett, I. Odin, J. Ruffell and Mrs. C. Slade.

In attendance: Mrs. J. Martin, Clerk; Mr. S. Ward, Agent and Secretary for the Trustees, Edward James Foundation; and District Cllr. H. Potter. No local residents were present.

81.09 *Apologies*

*Apologies were received from Cllrs. R. Brook, G. Collier, and D. Kendall (other commitments). These were **ACCEPTED**. Apologies were also received from County Cllr. M. Hall, who was attending another meeting.*

82.09 **Code of Conduct**

There were no initial Declarations of Interest, but Cllrs. Corbett, Odin and Ruffell later declared personal interests under agenda item no: 14 (Min. 94.09), as they could potentially be involved in the design and construction of the replacement bus shelters.

Clerk

83.09 **Public Session**

Mr. Ward requested that he be permitted to speak under agenda item no: 14. This was **AGREED**.

84.09 **Minutes**

On a proposal by Cllr. Mrs. Slade, seconded by Cllr. Odin, it was unanimously **RESOLVED** that the minutes of the Parish Council meeting on 18 November 2009 be **ADOPTED**. They were duly signed as a correct record.

85.09 **Matters Arising not already on the Agenda**

None.

86.09 **County Councillor's Report**

County Cllr. Hall was unable to attend the meeting.

87.09 **District Councillor's Report**

(i) St. Richard's Hospital, Chichester - as the future of St. Richard's Hospital was now secure, "Fit for the Future" had been disbanded and Chichester District Council had withdrawn its application for a Judicial Review.

(ii) Chichester DC – Annual Parishes Meeting – this had included a presentation on the LDF Core Strategy: Focus on Growth options. Cllr. Potter outlined the key areas for development and the fundamental need for improvements in the A27. Cllr. Corbett would collate Members' comments and respond. The new Planning Enforcement Strategy had also been discussed, setting out for the first time a formal procedure for investigating complaints and acting on breaches in planning control.

SC

(iii) New Duathlon Event – Sunday 9 May 2010 – this was being run by Mass Participation Events from Goodwood Motor Circuit, and would involve substantial local road closures which would seriously impact on the communities at Charlton and East Dean. Reduced access to the Weald and Downland Museum was expected to seriously affect the first major event of the year, and also impact on visitor numbers at West Dean Gardens. County Cllr. Hall had done his best to lessen the effect on local residents and businesses, but it appeared that there were no highway safety grounds on which to object. Further information could be found on: www.goodwoodduathlon.co.uk The Clerk was asked to make representations to Mass Participation Events, with copies to Cllrs. Hall and Potter, Mr. Ward and Mr. Alun Rees (Goodwood).

Clerk

(iv) Lavant Valley Partnership – the January meeting had been cancelled owing to bad weather and would now take place on Tuesday 16 February at Tangmere Village Hall.

All

88.09 **Traffic Action Committee, including Community Speedwatch and SID**

Following the rejection by Mr. Derek Whittington, Cabinet Member for Highways and Transport, of the South Chichester County Local Committee's unanimous recommendation that the speed limit on the A286 at West Dean be reduced from 40mph to 30mph, County Cllr. Hall had lodged a Notice of Motion

for debate at the County Council meeting on 11 December 2009. Instead, the Chairman had referred the matter for discussion between Cllr. Whittington and Cllr. Hall, there being a Cabinet meeting on 5 January 2010 with Rural Speeds on the agenda. This would now be raised at the County Council meeting on Friday 15 February. Cllr. Corbett had just met Mrs. Gill Moss, Headteacher at West Dean Primary School, who had drafted a letter to the Chief Constable inviting him to visit the school, either first thing in the morning or at the end of school, to see the traffic problems first-hand. Mrs. Moss was also requesting the support of the Rt. Hon. Andrew Tyrie MP, the Parish Council, and the West Dean Estate. She would place the petition at West Dean Stores and ensure media coverage of the campaign.

On a proposal by Cllr. Corbett, seconded by Cllr. Ruffell, it was unanimously **AGREED** that Cllr. Corbett would produce a letter of support on behalf of the Parish Council.

SC

A meeting of interested local Parishes would take place on 2 February, to form a committee to ensure that a SID was purchased for shared use.

Cllr. Corbett had noticed that a post had recently been erected, which he assumed would carry a VAS. WSCC had enquired about tapping into the Parish Council's street lighting electricity supply to power it, but had been advised that this would only be acceptable if there were some sort of apparatus to ensure that WSCC paid for its share of the electricity. The Clerk would write to Mr. Roger Harper asking for clarification and details of the proposed sign and the hours it would operate.

Clerk

Local Transport Plan 3: Initial Stakeholder Consultation – e.mail dated 31 December 2009 from WSCC. This had been forwarded to Cllr. Corbett, who was compiling the Parish Council's response.

SC

89.09 Representative for South Downs National Park

Details of each candidate had been forwarded to Members in advance. After discussion, on a proposal by Cllr. Odin, seconded by Cllr. Corbett, it was unanimously **RESOLVED** to vote for candidates Burden and Lee. The voting paper was duly completed and signed by the Chairman and Clerk.

Clerk

90.09 West Dean Cemetery

There had been no activity since the last meeting.

91.09 Planning Committee

- (i) Chairman's Report including Planning Applications considered since 18 November 2009 - WD/09/05953/FUL
Mr. Philip Renwick,
Chilgrove Farm Barn, Old West Dean Road, Chilgrove.
Change of use of redundant farm building for conversion to office use.

Recommendation: No objection.

Decision: Permit.

Correspondence forwarded to Planning Committee Chairman:

- (a) Minerals and Waste Development Framework: Informal Engagement on Options – letter dated 2 December 2009.
(b) Chichester DC: Core Strategy – Focus on Strategic Growth Options: A Consultation on the Options for Major Development in Chichester District 2011 – 2026 – letter dated 15 December 2009, with LDF Consultation document dated January 2010.
(c) Chichester DC: Core Strategy – Options for Strategic Growth, with Consideration of Sustainable Community Strategy Priorities – letter dated 14 January 2010.

92.09 Street Lighting at West Dean

A letter dated 12 January 2010 had been received from WSCC, advising that it had signed a PFI Contract with Southern Electric Contracting (SEC) on 10 December 2009, to commence on 1 April 2010. Any necessary replacement works were programmed to be done in February 2011. Further details were awaited.

93.09 Red Telephone Box at West Dean

Chichester DC felt it was unlikely that a definitive answer would be received from BT on the adoption of the red telephone box. The option of adoption remained for the future, but unless further moves were made by BT, the box would remain in commission and maintained by BT, because the District Council,

as the local Planning Authority, had objected to decommissioning. The Clerk had pressed BT on a number of occasions to restore the telephony equipment and replace the broken glass, having been promised both by the end of October. She was now pressing this on Health and Safety grounds.

Clerk

94.09 WSCC Bus Shelter Grants Scheme

WSCC had invited the Parish Council to apply for a 50% grant for a bus shelter on a new site, or 40% for a replacement, to be erected during the 2010/2011 financial year, the closing date being 31 March 2010.

The Chairman invited Mr. Ward to speak. Some years ago, the current bus shelters on the A286 had been built with the help of the West Dean Estate. As they were now looking very shabby, Mr. Ward suggested that consideration be given to replacing them on the same basis, on Estate land, using green oak provided by the Estate. The Estate was also prepared to construct the necessary bases. Cllr. Corbett agreed to design the shelters, at which point he declared a personal interest (Green Oak Carpentry Company). Cllrs. Odin and Ruffell also declared personal interests, working for the West Dean Estate. On a proposal by Cllr. Mrs. Slade, seconded by the Chairman, it was unanimously **RESOLVED** to draw up a scheme as soon as possible, with costings, to enable the Clerk to submit grant applications by 31 March 2010.

SC/Clerk

Cllr. Potter was thanked for attending the meeting and left the meeting at 8.50pm.

95.09 Children's Playground at West Dean

It was **AGREED** that at present, there was no point in doing any more to the playground, where there was an ongoing problem with bird droppings owing to the very active rookery. The Clerk would arrange for the 2010 independent Health and Safety inspection to be carried out by Mr. Nick Adams.

Clerk

96.09 Finance

(i) Bank Balances:

Barclays Community Account (as at 29/12/2009).	4,747.64
Alliance and Leicester Account (as at 31/12/2009).	5,973.96
Imprest	6.48
OVERALL TOTAL	10,728.08

(ii) Comparison of Budget against Expenditure 2009/2010 to date and Bank Reconciliation – schedules circulated with agenda (Appendix A).

(iii) Approval of Payments 19 November 2009 – 20 January 2010 – schedule circulated with agenda (Appendix B).

<u>Parish Council</u>	£	
Mrs. J. Martin	49.38	Imprest Reimbursement. Cq: 100964.
HMRC	162.20	Clerk's Tax Oct – Dec 2009. Cq: 100965.
West Dean Ltd.	17.63	Hire of Room 115 for PC Meeting on 20/01/2010. Cq: 100966.
Mr. Keith Goacher	230.00	Cemetery Grass Cutting Oct- Dec 2009. Cq: 100967.
SLCC	49.00	Annual Subscription. Cq: 100968.
Southern Electric	93.89	Street Lighting Power 24/09 – 23/12/2009. Cq: 100969.
Mrs. J. Martin	17.47	Back pay from 2009/2010 National Pay Award. Cq: 100970.
<i>Late Additions not on Schedule</i>		
West Dean Ltd.	25.00	Five year lease for new West Dean notice-board. Cq: 100971.

On a proposal by Cllr. Corbett, seconded by Cllr. Odin, the above payments were unanimously **APPROVED**. Cheques were duly signed.

Clerk

97.09 Chairman's Report

The Chairman congratulated Cllr. Corbett on all the work he had done to try to improve the traffic problems at West Dean and looked forward to working with everyone during 2010.

98.09 Councillors' Questions and Reports

Keys to West Dean Notice Board – Cllr. Corbett held one key. Another was held by Cllr. Collier who kindly posted the notices. The third was passed to the Clerk.

99.09 Clerk's Report and Correspondence

(i) Clerk's Contract of Employment – Despite a number of requests from the Chairman and Clerk, SALC had not yet produced this, paid for last summer as part of the recruitment package. The Chairman would pursue this with Mr. Trevor Leggo. **RH**

(ii) Ownership of Cemetery Wall – the Clerk had been unable to confirm ownership from documents in her possession. Members would let her have archive papers held in various other locations, but it was thought that the wall belonged to the Parish Council, as owners of the cemetery. At some stage in the future, repairs would need to be done to the Lychgate. The Clerk would have a look, but it was not a priority at present. **All/Clerk**

The Clerk would let the Chairman have the Correspondence File to circulate (Appendix C).

100.09 Date of Next Meeting

The next meeting would be held on: **Wednesday 17 March 2010 (Room 115), immediately after the Annual Parish Meeting for Electors at 7.30pm.** **All**

Closure: The meeting closed at 9.10pm.

Signed:

Chairman of the Council

APPENDIX C

CIRCULATION FILE – 19 NOVEMBER 2009 to 20 JANUARY 2010

- (i) Chichester DC: Fuel Poverty Guide for Councillors – letter received 28/11/2009 with booklet.
- (ii) WSCC: Approved Traders Directory 2010
- (iii) SLCC: “The Clerk” – January 2010.
- (iv) “Clerks and Councils Direct” – January 2010.
- (v) WSCC: “Connections” – January 2010.