

## PARHAM PARISH COUNCIL

### **Minutes of the Ordinary Meeting of the Parish Council held at The Rackham Old School on Tuesday 12<sup>th</sup> March 2024 at 7.30pm**

**PRESENT: Parish Councillors** – Claudia Fisher (acting chair for meeting), Paul Slimming, Nigel Dean, Philipa Trumper and Catherine Dugdale  
Also present – Jon Campbell (HDC councillor) and Vicky Spiers (the Clerk).

#### **1. Apologies for absence**

Apologies received and accepted from Heather Cartwright and from County council Paul Marshall and District councillors Paul Clarke and Len Ellis-Brown

#### **2. Declarations of interest in items on the agenda**

None.

#### **3. To approve and sign the minutes of the ordinary meeting held on 16<sup>th</sup> January 2024**

The minutes were confirmed as a true record and signed by the Chairman.

#### **4. Update from District and County councillors**

Cllr Jon Campbell advised that the Regulation 19 Local Plan period of representation closed on 1<sup>st</sup> March, the examination of the plan is due in October 2024.

HDC have also been reviewing the green spaces in the District which they own.

#### **5. Adjournment to take questions/queries from members of the public**

The clerk raised an issue from a resident regarding the flooding on Greatham lane/Brook Lane and the potholes which are concealed by water pouring off the fields. The resident also raised concerns regarding Greatham Road – just after Humphreys and before Glebe Farm – advising it was virtually impassable and that the flooding has destroyed sections of this road.

The owner of the field (who leases the field out) has advised that he has spoken to the tenant, and they will be clearing out the ditches.

It was also resolved that the clerk will take photos of potholes and damaged road surfaces and report to WS Highways.

**6. Current matters – update (a) TRO for Greatham Lane** – the clerk advised that Paul Marshall has formally supported the application, fourteen emails of support have been received from the community. Coldwatham PC have also confirmed that they would give their support for the TRO to cover the section of road (Brook Lane) that is in their Parish – resolved that the clerk would contact Matt Gray at WS Highways to confirm if the application can cross the Parish

Signed: \_\_\_\_\_ Date: 9<sup>th</sup> May 2024

boundary **(b) Trees in Rackham Street** – update to be provided at May meeting  
**(c) Flooding at the junction of Rackham Road and Rackham Street** – the clerk advised that she had reported the issue again to WS Highways and they have confirmed that a drainage contractor has reviewed and they are awaiting his report.

**7. Clerk’s update and information items**

The clerk advised the following:

- The council’s internal audit is booked for 3<sup>rd</sup> May
- The cable hanging from the telegraph pole on the B2139 (entrance to Rackham Street) has been reported to Open Reach
- There are three further defibrillator sessions being run (clerk to forward details to councillors), it was also noted with thanks, that Tim Simpson is checking the defibrillator every 3 month
- A pothole in Greatham Road has so far caused two burst tyres, clerk has reported to WS Highways
- Fly-tipping in Rackham Street has been reported to HDC

**8. Financial matters & report - to receive and approve the January and February 2024 bank reconciliations; approve the financial statement from 17<sup>th</sup> January to 12<sup>th</sup> March 2024 (including authorisation for any payments**

The Financial statement (as detailed below) was reviewed and approved by councillors and signed.

Current account balance as at 16th January 2024	£ 4,715.09				
Receipts since 16th January 2024	£				
	0.00				
	<b>0.00</b>				
Less payments between 17th January and 12th March 2024	£				
V Spiers - clerk's salary, office expenses and mileage for 01/12/23 to 31/01/24	724.10				
HMRC - clerk's income tax for 01/12/23 to 31/01/24	162.40				
Parham PCC - donation	50.00				
Amberley PCC - printing of minutes in Parish magazine	50.00				
	<b>986.50</b>				
		<b>£ 3,728.59</b>	<b>SUB TOTAL</b>	<b>(as at 12th March 2024)</b>	
Less payments to be approved at this meeting :	£				
V Spiers - clerk's salary, office expenses and mileage for 01/02/2024 to 31/03/24	582.00				
HMRC - clerk's income tax for 01/02/24 to 31/03/24	127.00				
ICO - annual data protection fee	35.00				
PCC of Greatham - annual donation	50.00				
Vision ICT - website hosting and support	210.00				
	<b>1,004.00</b>				
Current account balance available after all payments as above made		<b>£ 2,724.59</b>			

The January and February 2024 bank reconciliations and bank statements were reviewed, approved and signed.

Signed: \_\_\_\_\_ Date: 9<sup>th</sup> May 2024

**9. To approve to continue to engage the services of Mulberry & Co as the council's internal auditor on a three-year basis (from 2023/24 audit), noting their fees and charges**

Reviewed and agreed by council.

**10. To review the Planning Committee's Terms of Reference**

Reviewed and agreed by council.

**11. To review the current planning applications**

The Clerk had emailed Councillors details of the current Planning Applications, these are as follows;

No new planning applications received		
SDNP/22/05888/FUL and 22/05889/LIS	Parham House - Conversion of existing Estate and farm workshop to provide a staff flat	Following a site visit PPC support this application advised HDC 6/2/23. <b>APPROVED by HDC.</b>
SDNP/22/05620/FUL	Link Farm - Change of use of land for the stationing of three caravans for use of seasonal agricultural workers (Retrospective)	PPC objected as these are not temporary dwellings as they have been in situ for over 20 years, advised HDC on 10/5/2023. <b>Application in progress with HDC</b>
SDNP/23/01420/FUL	Link Farm - Change of use of land from storage of vehicles to storage of bricks	PPC strongly objected, advised HDC on 23/5/23. <b>Application in progress with HDC</b>
SDNP/23/02652/FUL	Land at 505097 113463 Rackham Farm Rackham Street - Erection of farm worker's dwelling and farm office with associated landscaping, access and parking	PPC objected to HDC on 1/8/2023. <b>Application in progress with HDC</b>

**12. To review a request for a £50 donation to Greatham PCC**

Council discussed and agreed to the request with it being noted that the donation should be requested annually, and that the council would be pleased to hear details on what the donation was being spent on.

**13. To receive any updates on external meetings attended by councillors**

No meetings attended.

**14. To note the date of the next meeting**

Noted as 9<sup>th</sup> May 2024 at 7.30pm at The Old School Rackham.

The Chairman closed the meeting at 8.03pm.

Vicky Spiers - Clerk to Parham Parish Council  
13<sup>th</sup> March 2024

Signed: \_\_\_\_\_ Date: 9<sup>th</sup> May 2024