

PARHAM PARISH COUNCIL

Minutes of the ordinary Meeting of the Parish Council held at The Rackham Old School on Tuesday 9th July 2024 at 7.30pm

PRESENT: Parish Councillors – Heather Cartwright (Chairman), Will Rydon, Paul Slimming, Nigel Dean, Philipa Trumper and Catherine Dugdale
Also present – Cllr Paul Marshall (WSCC councillor), Paul Clarke (HDC councillor) and Vicky Spiers (the Clerk).

1. Apologies for absence

Apologies noted from Claudia Fisher.

2. Signing of declaration of interest for vice chair

Will duly signed.

3. Declarations of interest in items on the agenda

Catherine Dugdale for Sparright Farm planning application.

4. To approve and sign the minutes of the annual parish council meeting held on 14th May 2024

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

5. Update from District and County councillors

Cllr Paul Marshall advised that:

- He acknowledges the frustration that residents have with potholes, he has monthly meetings with Highways to put specific measures in place to help reduce the current backlog of repairs, these include an additional £1.5m and 5-7 additional 'gangs', he feels there is now a robust plan in place as they are now repairing more potholes than are being reported
- Highways are also working on communications regarding riparian ownership, they have increased their drainage clearance from annually to every six months
- Following a lot of requests, Highways have issued an email around their grass cutting schedule to advise that they do not do additional ad-hoc cuts unless it is for a safety issue
- He will follow up on the patching/potholes for Rackham Road as several residents have raised complaints that these have still not been done

Cllr Paul Clarke advised that HDC are providing grants for small rural businesses of up to £5000, with requirements of 25% match funding and a business plan.

Weekly food waste collections are likely to start from next year, with food caddies soon being available for order from HDC. Will Rydon asked if 'hot – bins' were available from HDC, Paul advised they were and would send details to the clerk.

HDC received over 1000 responses to the HDC consultation, the next step will be for the Plan to go to the Inspectorate.

6. Presentation by Fraser Wheeler on Greener Amberley

Postponed until November PC meeting

7. Adjournment to take questions/queries from members of the public

None

8. Current matters – update (a) TRO for Greatham Lane – the clerk had advised council prior to the meeting that their TRO had not been successful. Unfortunately, it did not 'score enough points' to progress, this was down to no serious accidents on the road that were reported to the police and that there was no PC offer of a contribution towards funding of the project (estimated cost £4500), after discussion the council decided to keep this on the backburner and re-apply if circumstances changed

(b) Flooding at the junction of Rackham Road and Rackham Street – the clerk advised that WS Highways had instructed their drainage contractor to review, the contractor has written a report. The clerk has chased WSCC three times for a response, Cllr Paul Marshall asked the clerk to forward him the details and he would follow this up.

9. Clerk's update and information items

The clerk advised that Ian Hare would be attending the September PC meeting to give a talk on what PC's can do to object to the Gatwick expansion.

10. To receive and approve the May and June 2024 bank reconciliations; approve the financial statement from 15th May to 9th July 2024 (including authorisation for any payments)

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

PARHAM PARISH COUNCIL – FINANCIAL STATEMENT FOR PERIOD 15/05/2024 to 09/07/2024										
Current account balance as at 15th May 2024				£	5,340.29					
Receipts since 15th May 2024				£						
25/06/2024	HMRC	VAT refund 1/6/23 to 31/5/24		101.51						
				101.51						
Less payments between 16th May and 9th July 2024				£						
15/05/2024	V Spiers	clerk's salary for 1/4/24 to 31/5/24 and office expenses and mileage		571.30						
15/05/2024	HMRC	clerk's income tax for May & June 2024		124.40						
15/05/2024	Vision ICT	7 hosted email accounts		168.00						
15/05/2024	Vision ICT	1 hosted email account (missed off previous invoice)		24.00						
15/05/2024	Mulberry	annual audit fee		181.44						
15/05/2024	Amazon	(reimbursed to V Spiers) - stationery		3.99						
16/05/2024	Zurich	annual insurance premium		241.00						
				1,314.13						
					£4,127.67	SUB TOTAL (as at 9th May 2024)				
Less payments to be approved at this meeting :				£						
V Spiers - clerk's salary, office expenses and mileage for June & July 2024										
HMRC - clerk's income tax for June & July 2024					571.30					
					124.20					
					695.50					
Current account balance available after all payments as above made				£	3,432.17					

The May and June 2024 bank reconciliations and bank statements were reviewed, approved and signed.

Signed: _____

Date: 17th September 2024

11. To review the current planning applications

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

Applications awaiting a decision		
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. Application in progress with HDC
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. Application in progress with HDC
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. APPROVED BY HDC
SDNP/24/01115/FUL	Rspb, Wiggonholt - Improvement of accessibility to wetlands, including repairs to dipping platforms, replacement benches, resurfacing, new footpath, fencing and viewing area	PPC - had no objections - APPROVED BY HDC
SDNP/24/01031/LDE	Lickfold Farm , Wiggonholt - Application to confirm substantial completion of barn in excess of 4 years (Lawful Development Certificate - Existing)	No requirement for PPC response - APPROVED BY HDC
SDNP/24/01122/SCREEN	Rspb, Wiggonholt - Screening opinion relating to Wet and Wadery project at Pulborough Brooks	Screening opinion only - Decision with SDNPA - a Environmental Impact Assessment required before decision
SDNP/24/01602/HOUS	Meadow Cottage , 7 Rackham Street, Rackham,	PPC - no objection but suggested a couple of conditions - DECISION PENDING WITH HDC
SDNP/24/01298/FUL	Rspb, Wiggonholt - Installation of yurt within visitor centre grounds, for educational use	Application has been called in by SDNPA - APPROVED BY SDNPA
SDNP/24/02058/FUL	Rspb, Wiggonholt - Ecological enhancements of RSPB Pulborough Brooks through the installation of 4 hydrological control structures, replacing or complementing existing ones	Application has been called in by SDNPA - In Progress
SDNP/24/01860/CND	The Lodge , Church Lane, - Removal of Condition 3 of previously approved application PR/5/96 (Erection of stable block) Relating to conditions of use	Application is a formality for a removal of a Condition from 1996 - APPROVED BY HDC
New applications		
SDNP/24/02291/24BC	Campsite at Sparright Farm to be opened between 24 May and 30 September 2024 for a total of 60 non-consecutive days	Permitted development
SDNP/24/02458/HOUS	Skinnners Cottage , Rackham Street - Replacement windows to the dwelling and gatehouse	To be discussed at PC meeting

It was noted that the Link Farm applications were now 14 months old with no decision.

After consideration the council agreed they had no objections to Skinnners Cottage.

12. To approve the new Financial Regulations of the council

Reviewed and approved by council.

13. To approve the change to council's Standing Order 5(J)

Reviewed and approved by council.

14. To receive any updates on external meetings attended by councillors

None

15. To note the date of the next meeting 17th September 2024

Noted as 17th September 2024.

The Chairman closed the meeting at 8.20pm.

Vicky Spiers - Clerk to Parham Parish Council
10th July 2024