

Trotton with Chithurst Parish Council

Minutes of the Meeting held at 8pm on Wednesday 14th May 2014 at Southdowns Manor.

Present: Councillors Mr C Hodgson (Chair), Mr D Dawtrey, Mr K Tregunna, Ms K Mackellar,
E Eldridge, Clerk to Council.
District Councillor A Shaxson. 4 Members of the Public.

Absent: County Councillor G McAra

Item No.		Action by...
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	<p>1. Public Questions.</p> <p>None.</p> <p>2. Disclosure of Interests</p> <p>None.</p> <p>3. Review of the Register of Members Interests.</p> <p>Councillors C Hodgson and K Tregunna submitted theirs. C Brown, D Dawtrey, K Mackellar, J Daborn & M Vinycomb will send direct to clerk.</p> <p>4. Apologies - Mrs C Brown & Mr M Vinycomb.</p> <p>5. Minutes of Last Meeting The minutes of the meeting held on 12th March 2014 were unanimously approved and signed by the Chairman as a true record.</p> <p>Matters arising from these minutes -</p> <ul style="list-style-type: none">• 3b Bridge closure on Bridle way no. 1137/1 Closed from SU 830 221 to SU 832 222 Closed for 6 months from the 5 February 2014 to protect public safety due to concerns raised for the safety of the bridle bridge. This bridge will be closed until such time as it is replaced or a temporary repair can be carried out. <p>If the bridge can not be repaired in that time the County Council must request approval from The Secretary of State for Transport by at least six weeks prior to the end of the temporary closure (6th August 2014).</p> <p>6. *District Councillor Andrew Shaxson is to contact SDNP to check that they have been consulted on the bridge closure.</p> <ul style="list-style-type: none">• The Keepers Arms – update on registration as a community value. <p>Councillors Brown and Tregunna approached the owners to discuss a purchase by the parish council but there was no real progress due to the current excessively high asking price (£845,000). A lease was offered at £2500 per month. It was agreed that this was too high a price to pay for a community project.</p> <p>As there had been some interest expressed by a few of the local residents it was decided that they would be contacted by email to update them of this situation.</p> <p style="text-align: center;">End of Minutes of Previous Meeting</p>	<p>K.T</p>
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Report from District Councillor Andrew Shaxson.

An All Parishes Meeting was held at Pallant House in Chichester to which Councillor John Daborn and Mrs E Eldridge also attended on behalf of the parish council.

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- There was some news on the introduction of the electronic *paperless planning* process but this has now been put on hold until the SDNP Authority is ready for this to be rolled out across the whole area.
- Planning permission has been granted in relation to 14/00533/FUL | Provision of gypsy and traveller transit site - Chichester Contract Services Stane Street Westhampnett Chichester West Sussex PO18 0NS.
- It was noted that the meeting was, on the whole of little relevance to parishes 'north of the downs'. There was no helpful information for parishes located inside the SDNP and it was not recognised that there were power cuts in the district - it was overlooked that some parishes north of the downs were without power for up to four days, including Christmas day.
- Councillor Daborn and Mrs E Eldridge are to email Chichester District Council with our thoughts and concerns about the All Parishes Meeting.
- The South Downs National Park Authority is having an open day on **Sunday 27 July 2014, 11 - 4pm** at the new South Downs Centre in Midhurst. Entry is FREE. There is more information on their website www.southdowns.gov.uk

Election of Officers and Representatives

1. **Election of Chairman for 2014/15** – Councillor John Daborn proposed Councillor Chris Hodgson which was seconded by Councillor David Dawtrey and unanimously agreed.
2. **Declaration of Acceptance of Office & Undertaking in Relation to the Code of Conduct**
The Chairman, Councillor Chris Hodgson, signed the Declaration of Acceptance of Office book.
3. **Election of Vice Chairman for 2014/15** – Councillor John Daborn proposed Councillor David Dawtrey which was seconded by Councillor Keith Tregunna and unanimously agreed.
4. **Planning Committee - ??????????**
5. **Cheque Signatories** – Chairman Chris Hodgson, Councillor David Dawtrey & Councillor Carola Brown.

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6. **Responsible Financial Officer** – Mrs Eve Eldridge.
7. **Monitoring Officer** – Nicola Golding – CDC Senior Solicitor.
8. **Commons Representative** – Councillor Katherine MacKellar & Mrs Margaret Bentall.
9. **Website Management** – Chairman Chris Hodgson & Mrs Eve Eldridge.
10. **Churchyard Safety** – Councillor David Dawtrey & Mrs Margaret Bentall.
11. **Bus Shelter Cleaner** – Tracy Stiles.
12. **Internal Auditor** – Bruce Robertson.

Finance.

9.

1. Payment for Clerks Manual 2014 - £50.50 *Chq. 51*
2. Receipt from WSCC parish initiatives fund - £500
3. Receipt from 2014/15 precept (1st instalment) £1043.78
4. Receipt of 2013/14 precept – replacement of lost cheque £954.68
5. Funding was received to cover the costs of new clerk training course and manual.
6. Cheques were also written for the following: Mrs Eve Eldridge - £10.98 for Filing *Chq. 52*. Chairman Chris Hodgson - £634.25 for payment of laptop, case & software *Chq. 53*.
7. **Councillors Audit Rota for 2013/14** – It was agreed to adopt a new good practice of Councillors quarterly Audits. Rota for this to be confirmed.
8. **Accounts 2012/13** - Mrs Margaret Bentall presented the end of year accounts, together with the independent Internal Auditors report, the Annual Return and accompanying documents. The Chairman proposed these be approved and this was unanimously agreed. The Annual Return was duly signed by the Chairman and Clerk.
9. **Resolved:** The accounts be approved.

10.

Annual Parish Meeting.

Discussion about the 'Annual Parish Meeting'. Chairman Chris Hodgson explained about the change of format and the aims of the Parish Council to get more of the community involved and as an opportunity to allow presentations and speakers to get information to locals.

Proposed date of 28th May 2014 and for the meeting to be held at the Southdowns Manor.

Flyers and emails to be distributed. Also placed on the notice board in the

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