



Parish council members are summoned to the meeting to be held on Wed, 11th January 2016
at Elsted Inn commencing at 20.00hrs.

Members of the Public and Press are welcome and encouraged to attend.

Neil Ryder, clerk 5th January 2017

AGENDA

1. **Apologies for absence**
2. **Disclosure of Interests**
To receive any disclosure by Members of personal interests in matters on the agenda.
3. **Public questions**
The next ten minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting
4. **Reports from district and county councillors.**
5. **Minutes from the council meeting held on 9th November 2016.**
To be agreed and signed. [Copies on website library page]
6. **Finance update:** see attachments and agenda notes below (JD/NR)
7. **Budget and precept proposal for 2017-18:** see attachments and agenda notes below (JD/NR)
8. **Support for united benefice “amenity plan”**
Report on discussions with united benefice re amenity support and new magazine - see notes below
9. **Approval of (or changes to) new council website:** see agenda notes below (DS/NR)
10. **Noticeboards:** CB to report back on permissions required to erect new noticeboard at Fairylands
11. **Planning updates:** see agenda notes below + any other planning issues (DD)
12. **Other updates:** Defibrillator training (CB)
13. **Register of members’ interests**
14. **Review of 2013 parish emergency plan and committee membership:** see notes below
15. **Dates for future activities:** see notes below
16. **Information for councillors that are considered urgent or to be included on future agenda.**
17. **Date of next meeting:** 8th March 2017, venue to be confirmed.

See notes to agenda below

Notes to agenda for council meeting on 11th January 2017

Documents shown below as "attached" are circulated by email to council members but available to non-members via the library page of our website (see web address on letterhead above)

Agenda Item

- 6 / 7 The updated budget and latest transactions / statements are attached. The proposed budget for 2017-18 was circulated at the last meeting and all members asked to comment. The attached budget has been updated and the financial committee now seeks approval of the budget and of the proposal to keep the precept at its current level of £3,000.
- 8 CB, RH and NR met with rector, treasurer and churchwarden of St Georges on 7 Dec and agreed merger of "The Bridge" with R&TNews and support for preliminary plans for a new amenity plan for St George's church. Proposal is for council to spend up to £1,000 (as agreed at last meeting) on improvements to toilet, path and/or kitchen facilities at the church (essential for wider use as venue).
- 9 New parish website: DS and NR have commissioned and worked on a new website (temporarily available at www.localcouncils.org/beta-trotton-with-chithurst). Members were given access to the "draft" site on 14 Dec and asked to comment. DS and NR believe the site is now legally compliant apart from needing a register of members' interests (see agenda item 12) and they are seeking authorisation to make it "live", replacing the previous parish website, although they will continue adding services to it. No historic material from old website yet received from RH. The council also needs to debate the details of council members to be shown on the site – eg email addresses shown in text can be collected by "web-bots". NR suggests a line or two on each member to give residents a better idea of the background to council members.
- 11 Planning updates
- Feedback report C from TAG Farnborough (available at www.consultation.tagfarnborough.com) says *"Several comments suggest changes which conflict with the guidance and our requirements. Where such conflicts occur we are obliged to consider the relative priorities. Our regulator, the CAA, is independent and will decide if we struck the right balance."* - - - - They therefore concluded that: *"the overall route, flight-path spread and altitude described in the consultation document were appropriately balanced between the conflicting priorities."* The proposal has therefore now been submitted to the CAA, so it is still possible that the multiple objections to the proposed flight path over the South Downs will influence the final decision.
 - "Memorial corner" application: a group of residents led by RH are proposing to create a wildflower garden / memorial site on the corners of Dumpford Lane / Mill Lane / Trotton Road – on land belonging to WSCC. This requires a "Planting licence", usually applied for / granted to residents of the adjoining property but, as the property(ies) concerned (see attached draft application) are not adjoining any of the resident's houses, the application would have to be submitted by the parish council on their behalf. This would make the parish council responsible for maintenance of the land unless and until the licence was withdrawn by WSCC. The council needs to discuss and decide whether it is prepared to take on this long-term responsibility.
 - Maple Ridge garden centre: KT had expressed concerns at the council meeting in November that, if the site closes, it could be classified as a derelict brownfield site and the parish might have little influence over its future. Members agreed with his proposal to investigate possible options further and make suggestions to this meeting. The garden centre has since been closed.
 - Planning committee membership: The quorum is 3 and there are only 3 members – add a new member?
- 13 NR reports that he can find no trace of a register of members' interests for the council, which is a legal requirement, and reports that we are one of very few parishes not to have lodge a register with CDC. He has therefore circulated forms to each member and will collect these at the meeting in order to create a register.
- 14 The council's emergency plan (attached) does not appear to have been updated since May 2013 - and that version included an intention to create a local emergency planning committee, which does not appear to have been done. The council needs to decide whether to update the plan and appoint one member to recruit a committee.
- 15 Dates for future activities: agree parish calendar and dates for agreed events such as annual parish meeting, village clean-up day, ragwort pulling, Himalayan balsam destruction