Pyecombe Parish Council

67 Oak Tree Drive, Hassocks, West Sussex. BN6 8YA
Tel: 07909 332605.

Email: parishcouncil@pyecombe.org.uk www.pyecombe.org.uk

Minutes of the Meeting of the Full Parish Council held on Thursday 12th May 2016 at Wayfield Park Farm Shop at 7.00pm

Present – Cllr D. Wilson – Chairman, Cllr T Cullen, Cllr C Bere and Cllr G. Bishop.
West Sussex County Councillor P. Griffiths
Clerk and RFO – Mrs D. Langston. 1 Member of the Public.

27.16 The Chairman read out the Notice of the Annual Parish Meeting and gave the Annual Report. This was followed by a report by PCSO Joel Havicon. As there were no other reports it was decided to commence with the AMPC. **28.16 Election of Council Chairman and signature of declaration of acceptance of Office.** Cllr Cullen proposed that Councillor Wilson be elected at Chairman. This was seconded by Councillor Bishop and agreed by Councillor Bere. Council resolved the position of Vice Chairman should remain with Cllr Saich. Cllr Wilson thanked Council for their support and signed the declaration of office. **29.16** Apologies were received from Cllr M. Saich and Mid Sussex District Councillor J Wilkinson. **30.16 Declaration of interest by Councillors on any item on the agenda;** None declared. **31.16 Minutes of Previous Meetings** Minutes of the meeting held on 22nd March 2016 were agreed by council and signed by the Chairman. **32.16 Matters arising from the previous Minutes not covered elsewhere on the Agenda.** **21.16 Village Notice board.** The notice board located at The Cart Shed has now been moved to the corner of Pyecombe Street. Cleaning and repairs have been carried out on both boards. **19.16 Neighbourhood Plan.** SDNP have offered local parishes the opportunity to meet with staff and discuss the procedure for Neighbourhood Plans within the park. Council resolved to invite the representative to meet with Council prior to the start of the next meeting. Clerk will contact SDNP. **33.16 Report by West Sussex County Councillor P Griffiths** Cllr Griffiths gave a brief review of the year as follows: Apologies for having attended a smaller number of meetings. This has been due to ill health and other meeting commitments at which Cllr Griffiths has been the Chair. Cllr Griffiths has recently corresponded with the Prime Minister on the subject of academisation which he feels is not beneficial and will continue to fights against on behalf of the District. Applications for Operation Watershed grant monies are now open. Cllr Griffiths encouraged Council to move quickly with any request for funding. Highways 'quiet run' work is scheduled to commence on the A23 during 2017/2018. Pot hole repairs highlighted to Highways should be carried out within 28 days. Cllr Griffiths has proposed a new scheme to county based on an idea already working in Devon.	**Clerk**

34.16 Operation Watershed. Council recently met with a local firm and are waiting for the outcome of two site visits prior to applying for any funding. Cllr Griffiths will contact Clerk with the name of the WSCC staff member who can assist with the application procedure.	**Clerk Cllr Griffiths**
Cllr Griffiths left the meeting at this point.	
34.16 To consider the submission of a Traffic Regulation Order. Council are still concerned with the number of vehicles parking on the grass verges and in a dangerous manner along the parish roads. Clerk will liaise with Councillor Griffiths to raise a TRO request which it is hoped would eradicate the problem.	**Clerk Cllr Griffiths**
35.16 To discuss the new Parish Website. Following a review of the new website Council resolved to proceed with the implementation. Clerk will also look into the provision of a Parish/Village social media page. Clerk will liaise with Councillor Wilson.	**Clerk Cllr Wilson**
36.16 To receive an update on the outstanding SSE works. The 2 lights that are causing light intrusion in Pyecombe Street have now had the bulbs changed to a lower density. The damage to the foot path and grass verges which were highlighted to SSE at a meeting on 17th February 2016 remains unresolved. Clerk has emailed SSE fortnightly regarding these issues and will continue to liaise with SSE Management.	**Clerk**
37.16 To receive an update on the Community Project Bank Clearance. Cllr Wilson updated Council on the situation. West Sussex County Council Highways have now given permission for the works to be carried out. All building materials have now been purchased and are being held at the WSCC yard prior to use. Darren Rolfe, WSCC Office, has contacted the Army with a view to supply of manpower. Pyecombe will still need to supply a minimum of five volunteers. Councillor Wilson will liaise with Clerk and WSCC.	**Clerk Cllr Wilson**
38.16 To receive a report regarding planning matters. **SDNP/15/03086/FUL** Building adjoining Chantry Cottage, Pyecombe Street. Conversion and extension to form a dwelling. (Amended Plans). Council resolved that the previous comments should be resubmitted as follows: Council resolved to support the application due to the sympathetic nature of the plans and the lack of impact on neighbouring properties.	**Clerk**
SDNP/16/02116/FUL Chestnuts Riding School, London Road, Pyecombe. Retrospective planning application for Outdoor Menage. Council resolved it has no objections to the plans. Applicant should be reminded of the need to obtain planning permission prior to the commencement of any future works.	**Clerk**
39.16 Acceptance of all Standing Orders previously circulated to Council. Council resolved to accept the following documents: Freedom of Information Publication Scheme Code Of Practice For Handling Complaints From The Public Code Of Conduct for Members Financial Regulations Standing Orders These will be reviewed as part of the Annual Internal Audit.	
40.16 Council resolved to nominate Councillor Wilson and Councillor Saich as their representatives to both Mid Sussex Association of Local Councils and West Sussex Association of Local Councils. Clerk will confirm this to both associations.	**Clerk**
41.16 Financial Matters **41.1.16** Council carried out a review of the system of internal control and prepared the Annual Governance Statement.	

41.2.16 Council appointed Councillor Wilson to the role of Internal Auditor 2016/2017. Councillor Wilson will audit the internal control systems every quarter and report to Council.	**Clerk Cllr Wilson**
Orders for payment:	
D Langston Easyspace Yearly Fee Cheque raised £ 94.11	
EDF Energy Invoice 1494984 £ 67.10	
WSCC Invoice 8001147369 £322.36	
WSCC Invoice 8001155409 £325.57	
D Langston Expenses to include annual domain costs £ 99.16	
D Wilson Chairmans Allowance and expenses £ 62.98	
41.3.16 Council approved the Accounting Statements for the year ended 31st March 2016 which was duly signed by the Chairman. Council resolved to buy a gift for the Internal Auditor. Clerk will arrange.	**Clerk**
42.16 To consider items for future meetings. Cllr Cullen highlighted the ongoing issue with a fallen tree on the footpath leading to Wolstonbury Hill. Councillor Wilson will look into this item.	**Cllr Wilson**
43.16 Dates for future meetings; **19th July 2016** **20th September 2016** **15th November 2016**	