Pyecombe Parish Council

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Minutes of the ANNUAL MEETING OF THE PARISH COUNCIL *on Tuesday 14th May 2019 at Wayfield Park Farm Shop at 7:15pm*

Present – Cllr D. Wilson – Chairman, Cllr M.Saich, Cllr G. Bishop, Cllr C. Bere and Cllr T. Cullen.
Clerk and RFO – Mrs D. Langston
Mid Sussex District Councillor C. Trumble
West Sussex County Councillor J. Dennis
One Member of the public

Minutes

22.19 To elect the Chairman of the Parish Council and receive declarations of office from all Councillors. Cllr Wilson was proposed by Cllr Cullen, seconded by Cllr Bishop and duly elected. Declarations of office were signed by all Councillors and passed to the Clerk.

23.19 To elect Vice Chairman of the Parish Council and receive declaration of office. Cllr Saich was proposed by Cllr Wilson, seconded by Cllr Bishop and duly elected. A declaration of office was signed and passed to the Clerk.

24.19 Co-option to existing vacancies. C. Bere was proposed by Cllr Wilson, seconded by Cllr Saich and duly elected. A declaration of office was signed and passed to the Clerk.

25.19 Apologies for Absence. No apologies were received.

26.19 Declaration of interest by Councillors on any item on the agenda. No interests were declared.

27.19 To approve the Minutes of the Parish Council Meeting held on 12th March 2019. Minutes were approved by Council and signed by the Chairman.

28.19 To receive and consider any West Sussex County Council reports and communications. Councillor J. Dennis gave an update on the following items:

- Potential highways works in the district. Council highlighted the continuing issues with HGV vehicles along the London Road. Clerk will send photographs to Cllr Dennis. Consideration by Council to a Community Highways Scheme request once TRO is in place.
- Mayfield Market Town is holding local parish council workshops on 20th May 2019. MSDC are still against any proposed development in the district but understand that Mayfield are now considering sites within the Horsham District areas of Shermanbury, Wineham, Woodmancote and Henfield. Meetings will be held by LAMBS for Parish Councils on 31st May 2019 in Henfield this will be followed by a public meeting on 14th June 2019. Clerk will highlight this event on the website.
- Public Rights of Way Inspections are currently taking place. There are no immediate issues in the parish.
- Cllr Dennis will look at the allocation of the SID in the parish with a view to Council using on a regular rotation.
- Consideration by Cllr Dennis regarding a possible cycle path over Clayton Hill. It is envisaged this could be used to link to both the South Downs Way and the cycle path to Brighton.

Cllr Dennis left at this point to attend another meeting.

29.19 To receive and consider any Mid Sussex District Council reports and communications. Cllr Trumble gave an update on the recent election results which have seen both A. Watts-Williams and J. Wilkinson unseated. Council passed on their thanks to both members for their hard work and efforts on behalf of the Parish. New members are currently undergoing training and induction whilst Committee Members will be formalised on 22nd May 2019. Jonathan Ash-Edwards will take over as Chairman of the Council. Cllr Trumble is continuing to push for an upgrade to the children's play area with recent meetings between finance and open spaces representatives.

Cllr Trumble left at this point to attend another meeting.

30.19 To consider community items:
30.1.19 Bus Shelters. Issues with residents not being able to see buses arriving due to HGV parking on pavements. Consideration to erecting concrete bollards at this site. Clerk will liaise with WSCC Highways.
30.2.19 Litter Bins. New litter bin will be purchased for the bank at Church Lane.
30.3.19 Grit Bins. An additional grit bin will be purchased and located adjacent to Wayfield Park entrance.
30.4.19 New benches will be delivered on 14th June 2019. Council will ensure the old benches are fully removed week of 10th June 2019.
30.5.19 Consideration to be given to the erection of flower beds on the verge next to the garage in the hope this will discourage HGV parking at this site. Clerk will liaise with Cllr Wilson/Bishop on this item.

31.19 Acceptance of all Standing Orders previously emailed to Councillors. Standing orders accepted by Council.

32.19 To confirm the retention of a Data Protection Officer. Council resolved to make ICO payments by Direct Debit. Clerk will act as DPO.

33.19 To nominate the Councils representatives to outside bodies including Mid Sussex Association of Local Councils and West Sussex Association Local Councils. Cllr Wilson and Cllr Cullen will represent Council on both outside bodies.

34.19 Financial Matters
34.1.19 Council reviewed the system of internal control and prepared the Annual Governance Statement.
34.2.19 Council resolved to appoint S. Moallemi as Internal Auditor for the period 2019/2020.
34.3.19 Orders for payment:
£ 375.25 Came & Company annual insurance invoice 1541502 replacement cheque
£1086.00 Broxap Invoice ORD00247785
£ 349.81 WSCC Invoice 8001297440
£ 127.52 D. Langston Administration Expenses
34.4.19 Council approved the accounting statements for year ending 31st March 2019 and these were signed by the Chairman.

35.19 Date of next meeting confirmed as 9th July 2019.