



**Minutes of the Parish Council Meeting held in Kirdford Village Hall, Kirdford on
Monday 19th March 2018 commencing at 7.30 p.m.**

Present: Cllr Mrs A Gillett
Cllr Mrs L Ketteridge
Cllr Mrs L Nutting
Cllr Mrs N Goddard
Cllr Mr T Piedade

In attendance: Cllr Mrs J Duncton

167. **Apologies for Absence:** - Cllr Mrs J Robertson (unwell)
Cllr Mr J Nicholls (work commitments)
Cllr Mr J Ransley (holiday)
168. **Public Participation:** - One member of the public was present.
169. **Disclosures of Interest:** - To receive disclosures of personal and prejudicial interest from Councillors on matters considered at the meeting. – None to report.
170. **Approval of Meeting Minutes:** To resolve that the minutes from the Parish Council Meeting (19.02.18) and the Planning Meeting (05.03.18), be signed as a correct record. **Unanimously agreed** and duly signed.
171. **Reports from District and County Councillors:**
Cllr Mrs Janet Duncton reported that the winter gritter fleet had been out 50 times and 7000 tons of grit had been spread. A number of information boards allowing people to access audible messages have been installed across the district. The Watershed scheme is in line for an award. 160 projects have been completed and £3million has been given out to support projects. Cllr Mrs JD has recently attended a talk where she was informed that a number of Fire Fighters needed counselling after attending incidents. There have been a number of recommendations for fire safety which has resulted in less home fires over the past few years. The highways contract has been agreed but the details not yet finalised. The missing Kirdford sign will be replaced.
- Cllr Mrs JD left at 7.50pm.
172. **Correspondence:**
Clerk to contact WSCC regarding the Velco Bike Race on 23d September to ask for more information, regarding the race course.

173. **Chairman's Announcements:**

Cllr Mrs AG reported on the following items:

Top soil for Butts Common to be delivered in the second week of April.

Village Spring Clean will be held 8th – 12th May.

Members to identify footpaths requiring maintenance to be included on the S106.

Public Rights of Way management report received from WSCC.

Business Plan requires updating. Clerk to send current plan for members to read.

Asset Register needs to be completed. Clerk to ask Cllr Mr JN for building costs.

Kirdford Neighbourhood Plan to be reviewed over the next twelve months.

Coffee Morning raised the issue of speeding through the village and an empty house in New Barn was reported as a concern. Cllr Mrs NG to contact the police to request a SID to be installed to raise the awareness of speeding.

174. **Finance:**

To consider making a contribution towards the village Royal Wedding

Celebrations to be held on 19th May. Cllr Mrs AG proposed and Cllr Mrs LK seconded that we give £500 towards the cost of this event. **All in agreement.**

To consider a grant to WGPC towards the upkeep of the public toilet. KPC have included this in the budget: £500 to be paid. **All in agreement.**

Review of Bank Statements and Reconciliation for February, 2018. This was duly checked, agreed and signed by a member of the Council as accurate.

ACCOUNTS TO BE PAID
MARCH 2018

| <u>Date</u> | <u>ChqNo</u> | <u>To Whom Paid</u> | <u>Supply</u> | <u>Net £</u> | <u>VAT £</u> | <u>Total £</u> |
|-------------|--------------|---------------------|-------------------------------|------------------|------------------|--------------------|
| 01.03.18 | DD | In Touch | Website | 34.99 | 7.00 | 41.99 |
| 19.03.18 | 1771 | SSALC | Clerk training | 80.00 | 16.00 | 96.00 |
| 19.03.18 | 1772 | S Dack | Office expenses | 65.00 | | 65.00 |
| 19.03.18 | 1773 | S Dack | Mar Salary | 1107.54 | | 1107.54 |
| 19.03.18 | 1774 | HMRC | Mth 12 contributions | 308.97 | | 308.97 |
| 19.03.18 | 1775 | S Dack | Clerks Mileage | 49.50 | | 49.50 |
| 19.03.18 | 1776 | Mrs A Gillett | Expenses | 28.70 | | 28.70 |
| 19.03.18 | 1777 | WGPC | Public toilet's | 500.00 | | 500.00 |
| 19.03.18 | 1778 | SSALC | HR Training | 120.00 | 24.00 | 144.00 |
| 19.03.18 | 1779 | Birketts | Professional Fees | 1000.00 | 200.00 | 1200.00 |
| 19.03.18 | 1780 | Mrs A Gillett | Royal Wedding Celebrations | 500.00 | | 500.00 |
| 23.03.18 | 1781 | CDC | Litter Bin Empties | 447.72 | 89.54 | 537.26 |
| 26.03.18 | 1782 | Cadential | Laptop | 965.83 | 193.17 | 1159.00 |
| 26.03.18 | 1783 | Mrs A Gillett | Chairmans Allowance | 45.37 | | 45.37 |
| | | | | | | |
| | | | | | | |
| | | | | £5253.62 | £529.71 | £5783.33 |

These were duly agreed and signed.

175. River Works, Drains & Ditches:

Cllr Mr TP reported that the two year maintenance cycle of drains had been delayed due to the weather. There are a number of drains that still need to be cleared. A meeting with Southern Water regarding the problem of the leaks on Butts Common has been organised. Cllr Mr TP and Cllr Mrs LN to attend.

176. GDPR:

Following the advice from the Clerk to employ a Data Protection Officer; Cllr Mrs LK proposed and Cllr Mr TP seconded that we employ Mr Richard Newell as our Data Protection Officer for one year at a cost of £450. **All in agreement.**

177. Royal Wedding:

Cllr Mrs LK reported that arrangements for the day are progressing well. The bouncy castle insurance needs to be organised. Hire of big screen and equipment for children needs to be confirmed.

178. Proposed development on Plaistow Road:

Cllr Mr TP asked the Clerk to contact Stephen Harris to ask for an update on the application and draft S106. Public meeting to be held on Monday 26th March, Kirdford Village Hall at 7.30pm to update members of the public.

179. Butts Common:

Cllr Mrs LK will apply for an Open Spaces Licence which would allow the play equipment to be replaced.

180. KPC website and social media:

It was agreed we would wait until we had received advice and after the GDPR had been assessed.

181. Planning:

| Application No. | Details of Application | Comments |
|------------------------|---|----------------------|
| KD/18/00427/TPA | Mr K. Twelvetreets Land East Of 6 To 24 Bramley Close, Kirdford, RH14 0QH Crown lift by up to 6m (above ground level) back to trunk on western sector (to include the removal of 1 no. limb with truncated end) on 1 no. Oak tree (T1). Crown lift by up to 5-6m on western sector (above ground level) and removal of 1 no. weak leaning stem down to base on 1 no. (multi-stemmed) Oak tree (T2). Both trees are within Area, A1 subject to KD/11/00122/TPO. | No Objections |

| | | |
|------------------------|---|----------------------|
| KD/18/00254/FUL | Mr & Mrs Oliver Tucker Funtings Farm Plaistow Road Kirdford RH14 0JX Demolition of existing barns used as equestrian facilities and storage ancillary to the adjoining residential property and construction 1 no. barn, stables, cart shed, potting shed and workshop to provide new equestrian facilities and storage ancillary to the residence. | No Objections |
| KD/18/00485/DOM | Mr & Mrs P Graham-Clarke Willow Barn Plaistow Road Kirdford RH14 0JY Single storey rear extension. | No Objections |

**Meeting closed at 9.00pm to allow a member of the public to speak.
Meeting reopened at 9.15pm.**

To note Planning Decisions received from Chichester District Council.
None received.

Enforcement: No matters were raised.

182. **Councillors to report any Health and Safety matters:**
None to report.

183. **Public Participation:**
Our Access Ranger is Darryl Hobden and he has asked a member of the public to provide details of various footpaths and signs which he has very kindly done. He has volunteered to continue this support which is much appreciated.

184. **Date of Next Parish Council Meeting:**
The Annual Meeting of Electors to be held on Monday, 16th April 2018 in Kirdford Village Hall commencing at 7.30pm

185. **Matters for Next Meeting:** Royal Wedding celebrations, CLT and aeroplanes.

186. **Confidential Matters:** None

There being no further business the meeting closed at 9.25pm