**DANEHILL PARISH COUNCIL**

**Minutes of public meeting preceding Danehill Parish Council Meeting held on Wednesday 12th February 2020 at Danehill Memorial Hall.**

Present: R. Wood (RW), R. Lewis (RL) (Chair), N. Macleod (NM), M Lewer (ML), T. Blake (TB), A Martin (AM), N McPherson (NMCP) and M Mockridge (MM).

Absent: G.Powell (GP).

There were also members of the public present.

Emma Fulham Clerk to the Council was present.

**Cllr Galley** reported on the likely precept increase meaning an average 3% across the board increase with the largest increase from Sussex Police but that includes 129 new officers on top of the 250 planned.

He reported on the WDC local plan rejection and the possibility of ad hoc developer attempts without a plan in place. The Pines application was likely to be determined in the coming week.

He reported on the potholes and his continued lobbying for more and better repairs.

**Public:**
There were concerns raised over cemetery refuse, Lychgate benches and the overgrowth in the Garden of Remembrance. The Clerk reported one bench had been repaired the other would be actioned now as it was reported. The Clerk reported on recent issues with Christmas refuse and the emergency collection arranged but that a new contract with Biffa and costs would be required going forward and she outlined the costs. The Clerk was asked to arrange a brown bin as well as a landfill bin if possible. The Clerk reported a longer-term plan was being developed for the Lychgate and the Garden of Remembrance however in the short term an additional cut back on the foliage in the Garden of Remembrance was being arranged when weather allowed. The Chair confirmed the cemetery was a focus for expenditure in 2020/21.

Malcolm Burwood from Danehill Memorial Hall reported on ongoing issues for the hall: insulation; lighting; disabled ramp ; side door; oil tank and side porch and he was creating a list to bring back to the Council in due course.

He was grateful to the Council for funding the new lighting and path.

Speeding issues were raised with the section between the Memorial Hall and Church Lane noted as most dangerous. NM confirmed the position on the SIDs and the funding constraints with ESCC. The data would be examined and the SLR meetings would continue to lobby ESCC for more action.

The public section concluded at 8pm.

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Absent: G.Powell (GP).

There were also members of the public present.

Emma Fulham Clerk to the Council was present.

1. To accept apologies and reason for absence.

G.Powell (GP) – Work.

1. To receive Declarations of pecuniary and declarable Interests from members in respect of any matter on the agenda.

The Chair reminded Cllrs to declare when necessary.

1. To approve as a true record and sign the minutes of the meeting held on 15th January 2020

**Unanimously approved by the Council and signed as a true record.**

1. To deal with matters arising from the minutes of the meeting held on 15th January 2020

Training – Clerk continued to chase SSALC for dates and AM and ML had attended initial training.

SID data – This was outstanding due to issues with a windows upgrade NM was working to resolve it with the manufacturer.

The Clerk had written to the footpath group and had no reply to date re expenses.

Land registration – The Vicar confirmed no issues with informal access to the memorial garden however this needs formal Diocese approval.

1. Correspondence.

The list had been circulated prior to the meeting and was read out by the Chair. There were new items and those highlighted of interest were also examined.

Adeline Garman – excessive lighting. The Council considered this letter but agreed to not add this to a newsletter and review it in a future sustainability plan.

Dog bin requests for Church Lane and Danehill in general were noted.

Agent for the freeholder of the Rec (RH and RW Clutton) correspondence was noted.

1. To adopt the new code of conduct.

**Unanimously approved and adopted.**

1. To approve the Bridge protocol policy and expenditure.

A few amendments were made to the standard document. The War memorial was designated as the official place for flowers in the event of a royal death and expenditure was agreed up to £300 for photos and £200 for office expenditure. **Unanimously approved and adopted.**

1. Finance.
2. To ratify finance minutes.

**Unanimously ratified.**

1. To accept the bank reconciliation.

**This had been signed off by the Chair of the Finance Committee and was noted by the Council.**

1. To accept the risk assessment

**This had been signed off by the Finance Committee and was noted by the Council.**

1. To agree transfers to Nationwide. (1 yr and 45 day accounts).

**As per the Finance Committee proposal transfers to NSI and Nationwide were agreed unanimously subject to a final check by the Clerk re withdrawal conditions.**

1. To report on account year to date 2019/20

NMP reported on the account. The report had been circulated prior to the meeting.

1. To confirm audit arrangements 2019/20

**Mulberry and Co were unanimously appointed.**

1. To approve Payment schedule.

The list had been circulated prior to the meeting further recent payments were outlined at the meeting. **Payments totalling £7501.19 were unanimously approved.**

1. To consider planting scheme and regreening of the cemetery.

**This item was deferred to the next meeting.**

1. To consider mapping and signage of the cemetery.

**This item was deferred to the next meeting.**

1. To consider initial pavilion plans and costings and next steps and expenditure if available.

ML reported on the options available and the next steps were to meet the architect and review plans for some outline costings to bring back to the Council. The nursery business plan was also noted as required before further progress was made.

1. To consider the next step in the Memorial Garden project - proposed works and expenditure.

**This item was deferred to the next meeting.**

1. To consider the VE day arrangements and expenditure.

The Council had received a report from RW on likely numbers and expenditure.

The bench to commemorate the event was also described and costs provided.

**The Council agreed unanimously to install a hard standing within the war memorial enclosure and install the WWII bench from David Ogilvie including a bolt down kit and inscription and delivery costs up to £1200 plus VAT.**

**TB would liaise with the Clerk for wording. The Clerk would ask for a discount on delivery costs as Hartfield PC had also ordered a bench from the same company and it was hoped that a discount on joint delivery would be possible.**

**It was agreed that the celebration costs would be discussed at the next meeting.**

1. To consider the Forest School signage and any associated expenditure.

The wording had been circulated prior to the meeting.

**The Council agreed unanimously to spend up to £200 installing safety signage with agreed wording.**

1. To consider additional dog bin expenditure.

The costs were outlined by the Clerk and positions discussed.

**The Council unanimously agreed the two new locations for bins in Church Lane and School Lane with one off costs of £1000 plus ongoing collection costs as invoiced by WDC.**

1. To consider School correspondence on MUGA and associated expenditure.

The grant request had been circulated prior to the meeting and Gordon Denslow Chair of Governors was available for questions.

**After some discussion the Council agreed unanimously to contribute £6644 in 2020/21 to the project.**

1. To consider Annual Parish Meeting arrangements and expenditure.

The Clerk outlined some ideas for publicising the event and possible speakers as well as community groups to attend to highlight their activities.

**The Council agreed unanimously to buy two banners for Jubilee Green and Danehill to highlight the evening from office expenditure (likely cost circa £200 but reusable with different add on dates.)**

**Cllrs agreed to invite their own groups and contacts to highlight parish activities.**

**The Clerk would arrange refreshments.**

**The Council would highlight future projects for public feedback at the event – cemetery, pavilion project and multi-use track.**

**The Clerk had invited the PCSO and the Deputy Chief Constable but was yet to receive a reply and would chase a response.**

1. Reports from Parish Councillors on their areas of responsibility if applicable.

AM reported on the recent Wealdlink meetings and the 3% increase for 2020/21. The possibility of medical appointment servicing from Wealdlink and other providers was outlined.

TB reported on the local plan rejection and the WDC request to have local councils report on their own planning positions in regards future development.
**The Council agreed a working party from the planning committee would look to formulate some wording for a positioning statement to bring back to the Parish Council for approval and then submission to WDC.**

NMP reported on the recent Lilac Farm application at the WDC planning Committee. No change to report on the actual planning matter just arrangements on SANGs etc.

MM reported on the upcoming interviews for the youth worker.

RW reported on the footpath group and recent works between Stone Quarry Road and Streeters. He reminded the Council of the upcoming Chelwood Gate quiz night and finally he also reported the need for the registration of the Village Hall car park agreed by the Hall Committee.

1. Matters to report and for consideration at future meetings.

**For Consideration:**VE Day.
Cemetery regreening and mapping project.
Sustainability.
Pavilion project.
Grounds maintenance tender.
Newsletter.

**For Reporting:**The Clerk reminded Cllrs of the schedule of agenda items and the need to prioritise matters to avoid lengthy agendas and to ensure enough time was given to the Clerk and Cllrs to prepare for meetings.

**Date of next meetings**

Planning 26th February and 25th March 2020 9:30am
Parish Council 11th March 2020 7:30pm

Meeting closed 10:10pm