



# PLUMPTON PARISH COUNCIL

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## Minutes of the Parish Council Meeting held in Village Hall, Plumpton on 13<sup>th</sup> November 2018 at 19.45.

**Present:** Cllr N Beaumont (Cllr NB) (Chair), Cllr Paul Stevens (Cllr PS), Cllr G Murphy (Cllr GM), Cllr Peter Morgan (Cllr PM).

**Absent:** Cllr Chris Thompson (Cllr CT), Cllr Nick Satchell (Cllr NS) and Cllr C Jackson (Cllr CJ). County and District Councillor Sarah Osborne (Cllr SO).

**Anita Emery (Clerk & RFO).**

**Members of the Public: 0**

1. To accept apologies for absence.
  - **Cllr Thompson, Cllr N Satchell and Cllr Jackson tendered their apologies. It was noted that Cllr SO was absent.**
  
2. To co-opt Peter Morgan
  - The Chair introduced Mr Morgan and asked that he be co-opted to Council. This was agreed.
  - **260: It was RESOLVED and AGREED to co-opt Peter Morgan who duly signed the declaration of acceptance of office and register of members interest. Clerk to advise monitoring officer at LDC.**
  
3. Declarations of pecuniary and disclosable interests in respect of matters to be discussed. Chair
  - **None**
  
4. To Approve Minutes from Parish Council meeting held on 9<sup>th</sup> October 2018.
  - Chair advised the LDC Q&A are published on the PC website.
  - **261: It was RESOLVED and AGREED that minutes of the meeting held on 9.10.2018 were an accurate account of the meeting and were signed by the Chair.**
  
5. Clerk's Report on any Matters Arising not covered elsewhere on the agenda.



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- Clerk reported Fields in Trust advised the extra land to be used by Honeybees next to the playpark must be kept as accessible to all. Cllr PS cannot report costs until allocation of land is confirmed, Cllr PS advised it may be prudent to follow the line of the stream. **Cllr PS to report back.**
  - Clerk reported signage had been mocked up for PF car park etc and will arrange for final proof to be confirmed by Council over email. She had received two quotes one for £105 (external) the other for £120 who was a local business. It was agreed to support the local business. Once final proof confirmed Clerk to order and location of signs can be discussed on receipt. **Clerk to action.**
  - Cllr NB reported on the success of the WWI Centenary event and wished to thank Lee Stevens and Richard Wells for all their efforts and also thanked Plumpton College, Plumpton Racecourse, The Half Moon and an anonymous contributor who sponsored the two Soldier Silhouettes. All memorial items will be used again in June 2019.
6. Brief report from the County and District Councillor on matters affecting this Parish, followed by a presentation from Thomas Broad of Neighbourhood First.
- Cllr Osbourne was absent from the meeting.
  - Thomas Broad was unable to attend. **Clerk to rearrange.**
7. Questions from Members of the Public – limited to a maximum of 10 minutes in total
- None
8. Planning Applications
- None
9. Correspondence
- Cllr PS requested that unless confidential all correspondence please be sent to full council going forward. This was noted by the Clerk.
  - Council discussed the Tree Liability letter sent from LDC. Council asked the Clerk to speak with the Wildlife group to see if they have a map of all trees and identify all that are PC responsibility. Cllr PS noted this for the 2019/2020 budget. **Clerk to action and report back.**
10. Finance Committee Report 13.11.18
- Cllr PS reported nothing exceptional to note from the FC meeting. He wished to remind Councillors of the expenditure limits under the finance regulations, as two expenditure items had been committed outside of governance. Both were with all good intentions, and there was no question that the expenditure was inappropriate. Nothing to note on income and expenditure and bank reconciliations were fine. Cllr PS reported the budget to be reviewed in December needs to be agreed at the January PC meeting. Clerk to circulate prior to December meeting. There will be an increase in the expenditure as setting 3 year



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budget in line with new NALC regulations. This will show a gap between income and expenditure and proposes a 2% rise in precept and remainder to come from reserves. Taking all staff costs centrally which in turn eliminates grant to VH.

- 10.1 To adopt and approve expenditure as itemised on the schedule for PC, VH & PF accounts
- 10.2 To adopt and approve year to date account 2018/19
- 10.3 To adopt and approve the Finance Committee Minutes of 9.10.2018.

- **262: It was RESOLVED and AGREED to adopt items 10.1 to 10.3 of agenda dated 13.11.2018.**

- 10.4 To adopt new Finance Regulations (circulated prior to meeting).

Cllr PS reported PC needs to comply under NALC.

- **263: It was RESOLVED and AGREED to adopt the new Finance Regulations 2018. Clerk to publish on PC website.**

### 11. Neighbourhood Plan Update

- Cllr NB reported the consultation period for the LDC LPP2 re the traveller site is now closed and will go to LDC full Council on 26<sup>th</sup> November a vote will take place at this meeting to decide whether to forward onto the examiner.  
The land next to Oakfield was approved for full planning of 19 houses this is the first site from the Neighbourhood Plan. There is no news from Nolands Farm nor Riddens Lane.

### 12. Bandstand Update

- Cllr NB reported the manufacturers are coming to survey the ground to complete the groundwork and path. Path will be brick and cost about £4000. No progress on moving the trough, however Cllr NB may have someone to move it. **Cllr NB to report back.**

### 13. Village Action Plan

- Cllr CJ absent – no report received.

### 14. To confirm new Trustees of Travers Trust

- Clerk advised in order to start receiving statements and gain access to the funds, minutes needed to be sent to the investment company confirming the new trustees. Clerk confirmed Cllr NB and Cllr CJ were now the new Trustees of the Travers Trust.
- **264: It was RESOLVED and AGREED Cllrs NB & CJ were the new Trustees of Travers Trust.**



## 15. To discuss defib training for the Parish.

- Clerk reported costs of defib training by a local company of £174 per training session no limit to numbers. Cllr GM to approach a resident who is qualified in training about arranging a session. **Cllr GM to report back**

## 16. Environmental Policy

- Cllr GM reported on the reducing plastics meeting she attended and advised to take forward the activities of the PF and VH. Cllr GM will mention at the next VH meeting and asked if Cllr PS could bring up at the next PF meeting. Cllr PS has experience in writing environmental policies. **Cllr GM and PS to report back next month.**

## 17. Committee/Working Group Reports.

### 17.1 Transport and Environment/Footpaths/Policing

- Cllr GM asked the Clerk to write and thank Mark Hayward for laying the hedge by the allotments and asked Council to think about maintenance going forward. **Clerk to note in budget.** Cllr GM also reported on the ditch being silted up. Cllr NB to bring up at the next SLR meeting. Cllr GM will find out who owns the ditch. **Cllr GM to report back.**
- Cllr NB reported that he had one response so far for the Community Speed Watch, needs 4-5 volunteers in order for it to work. Once a group is formed the relevant kit can be purchased at a cost of £500. It was recommended to approach East Chiltington about sharing the group. Cllr NB will try again to gather more volunteers. Cllr GM to put on Facebook. Cllr NB commented the scheme can only run from dawn till dusk for safety reasons.

### 17.1.2 Trough on the Village Green

- It was noted that this had already been discussed under Bandstand.

### 17.2 Village Hall

- Due to Cllr CT's absence there was nothing to report. It was noted that the VH Committee meeting was being held on Thursday 15<sup>th</sup> November.

### 17.3 Playing Field/New Pavilion

- Cllr PS had nothing to report in Cllr NS absence, other than new charges needed to be finalised very soon.

### 17.3.1 To adopt Playing Field Minutes of 25<sup>th</sup> July 2018 (circulated prior to meeting)



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- **265: It was RESOLVED and AGREED to adopt the Playing Field Minutes of 25<sup>th</sup> July 2018.**

### 17.3.2 To ratify gate repairs at playpark

- Clerk advised the gate and post repairs for the playpark were approved over email and needed ratifying.
- **266: It was RESOLVED and AGREED to approve playpark gate and post repairs of £260.**

### 17.3.3 Update regarding Fire Assessment works.

- Clerk reported she met the VH Mgr to run through the list of requirements needed for the pavilion. It was noted the VH Mgr needed a few items to be put up and the goal posts are stored under the pavilion and it was recommended to obtain a quote to hinge the chicken wire. Clerk to ask VH Mgr to obtain quotes for a handyman and also wire cover under the pavilion. **Clerk to report back.**
- Clerk advised Council the assessment also stated the pavilion needed 4 x water and 5 x Co2 fire extinguishers at a cost of £59.95 each for Co2 and £50.90 each for water, they come with a 5 year warranty and have a shelf life of 10 years.
- **267: It was RESOLVED and AGREED to purchase additional fire extinguishers.**

### 17.3.4 To ratify EICR works.

- Clerk reported the EICR for the Pavilion was approved over email and needed ratifying.
- **268: It was RESOLVED and AGREED for the completion of EICR at £895 + VAT.**

## 18. Communications/Website

- Cllr GM had nothing to report.

## 19. Questions from Parish Councillors

- None.

Meeting Closed 21.20

### Dates of next meetings:

11<sup>th</sup> December 2018 – Finance Committee – 19:00 – Parish Council – 19:45

Anita Emery | Parish Clerk | 14<sup>th</sup> November 2018