

## Colgate Parish Council Meeting 12<sup>th</sup> April 2021 at 6.00pm Remote meeting

### Present

Councillors: Mrs. S Marley, Mrs. C Crosdil, V. Finnegan, J Sired, S Davies, Mrs. R Calvert, and S Garley.

In Attendance: Mrs. B. Clayden (Parish Clerk), Cllr Kitchen, Cllr Hogben and two members of the public.

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### Minutes

Colgate Parish Council mourns the passing of His Royal Highness, Prince Philip, Duke of Edinburgh  
The Parish Council joins the nation in expressing its deep sadness at this time, as we remember with affection and gratitude the lifetime of service given by Prince Philip. Our thoughts are with Her Majesty the Queen and her family.

#### **1. Apologies.**

None

#### **2. Register of Interest on items on the agenda.**

None

#### **3. Agree the minutes of full council on 8<sup>th</sup> March and 31<sup>st</sup> March Planning Meetings.**

Draft minutes can be found on [www.colgatefaygate.com](http://www.colgatefaygate.com)

*All Councillors agreed that the minutes were a true reflection of the meetings.*

#### **4. Meeting opened.**

- a) for members of the public to speak on matters connected to the agenda and other matters which can be noted but no decision can be made.

Member of the public ask the PC for help with regards to the parking in Blackhouse Road, opposite Meadow view and prevent the grass verge becoming muddy from vehicles mounting the grass verges. Bollards have been installed on the grass verge. Since there was no agenda item on the bollards in question, this item will be reviewed at the next meeting.

It was reported that all the lights along the twitten by the PH are no longer working. The Clerk will continue to chase Linden homes.

Member of the public stated how pleased he was with the A24 improvements and hoped this would have a positive impact on the A264. He also stated that he shared HDC concerns over the overdevelopment of the area.

- b) For District and County Councillors to speak on any matters including updates from the District and County council.

Cllr Hogben stated that the Local Plan was still being considered and there is an independent review of the Local Plan. HDC are not supporting the West of Ifield potential development (and neither was Crawley council) but this has not had as many objections as Bucks Barn, Rockwood, or Mayfield.

HDC is ready for face-to-face meeting on 7<sup>th</sup> May.

Cllr Kitchen stated that the Gatwick area has really suffered because of covid 19.

Cllr Kitchens update the council on improvement on A24 because of the Kingsfold development.

## 5. Finance-

Update and Agree:

- a) Cheque payments for April

1049-Grant KVV school	£100
1050-WSCC salary March	£1234.58
1051-WSALC £800 approx. – holding until authority given	
1052-B Clayden April Zoom	£14.39
1053-WSCC adm	£78.

***All councillors agreed the cheques paid in April.***

- b) Bills to be paid April/May. (estimate)

WSCC Clerk April	£700
Clerks' expenses	£100
Pension	£140
Litter Warden April	£300
Litter warden mileage	£20
GACC	£10 Grant
air am.	£500
AIRS	£50
Grantsx3	£3000

Total (approx.) £4820

**All councillors agreed the future bills to pay.**

c) Accounts and bank balance

Balance current account 1.4.21 £30704.30

Uncashed cheques at yearend total £1518.95

True Balance at end of year £29185.35

**All councillors agreed the accounts and balances.**

d) End of year including quarterly figures.

[https://v6admin.visionict.com/Sites/153/\\_UserFiles/Files/Expenditure%20v%20Budget%20Q4%2020-21%20v3-%20formula%201.pdf](https://v6admin.visionict.com/Sites/153/_UserFiles/Files/Expenditure%20v%20Budget%20Q4%2020-21%20v3-%20formula%201.pdf)

**All councillors agreed the end of year budget versus expenditure figures and the chair will duly sign them off.**

e) Annual governance and Accountability Return-AGAR

I. Agree and approval the Annual Governance statements

**All councillors agreed the Annual Governance statement and the chair will duly sign them off.**

II. Agree and approve the Accounting statements.

**All councillors agreed the Accounting statements and the chair will duly sign them off.**

These are agreed subject to the internal audit report to be carried out on 17<sup>th</sup> May.

c) Grant Application – Kent Surrey & Sussex Air Ambulance

**All councillors agreed to award the Air Ambulance £500 grant.**

## **6. Co-option of Vacant Parish Councillor posts**

Councillors to consider a new application to fill a vacant position on the council.

**All councillors agreed to co-opt Nikki Staff to the vacant councillor post.**

Nikki was welcomed to the council and the Offer of Acceptance was emailed through for signature.

## **7. WSALC and HALC**

Update on the status of WSALC and discuss and agree payment of the subscription and to reinstate membership with WSALC.

On 8<sup>th</sup> April at the HALC meeting a new chairman and vice chair for HALC were voted in plus two HALC representative directors for WSALC. However, the WSALC positions need to be ratified at the AGM on 29<sup>th</sup> April. After the AGM it is anticipated that Colgate PC will rescind their notification to leave WSALC and pay the annual fee. Mulberry and Co will be providing the services for WSALC.

### **8. Discuss and review remote meetings with regards to the new guidance.**

Councillors were apprehensive about face-to-face meetings which may be starting after 7<sup>th</sup> May as the emergency regulations terminate on 7<sup>th</sup> May. Several groups including NALC and Hertfordshire CC have challenged this, and this has resulted in Administrative Court hearing on 21<sup>st</sup> April and is now a Judicial Review case. Judgment is expected before the end of April. In preparation for face-to-face meeting which would be difficult for Colgate PC since they do not own a premise, it was agreed by the councillors that if the Judicial Review does not alter the termination of the emergency regulations the full council meeting currently scheduled for 10<sup>th</sup> May would be brought forward to the 5<sup>th</sup> May instead. With the council having to hire premises for meetings it would make it difficult for the council to ensure a covid safe environment for employees, councillors, and members of the public.

***If the Judicial Review decision does not change the termination of the emergency regulations it was agreed that the May meeting will be moved to 5<sup>th</sup> May. Consideration will also be given on deferring the June meeting until after 21<sup>st</sup> June when the road map to lockdown should be less restrictive and safer to meet.***

### **9. Re adoption of the following policies:**

Financial regulations (in conjunction with Emergency covid policy)

Standing orders (in conjunction with Emergency covid policy)

Freedom of Information Policy with update on the Publication of Charges and Fees

***All councillors agreed the adoption of the above policies.***

### **8. Update on outstanding projects**

Vehicle Activated Signs- Application to SSE and WSCC 28-day consultation period commenced on 1<sup>st</sup> April. There has been one objection to the unit on Faygate Lane to date.

Deer signage on Tower Road. - Agree to proceed but on hold until the VAS have been ordered as the Balfour Beatty jobs are connected.

Online banking -no new update.

Faygate Lane -lighting- Clerk has emailed Linden Housing asking for improved lighting along the twitten.

**9. Dates and times of next meeting:**

*It was agreed by all councillors to be flexible with meeting dates up to July.*

**5th May or 10<sup>th</sup> May.**

**14<sup>th</sup> or 21<sup>st</sup> June**

**Signed by Chair.....date.**