

**Colgate Parish Council Meeting 10<sup>th</sup> January 2022 at Colgate Village Hall at 7.30pm.**

**Present**

**Councillors: Mrs. S Marley, J Sired, S Davies, Mrs. R Calvert, R Faith and S Garley.**

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

---

**Minutes**

*At the end of the meeting Cllr Sired announced his retirement as a Parish Councillor. Cllr Sired became a councillor in 1975. The Chair thanked him for his 47 years of public service.*

**1. Apologies.**

**Mrs. C. Crosdil, Mrs. V. Finnegan, Cllr Nagel (WSCC).**

**2. Register of Interest.**

None

**3. Agree the minutes of Full Council Meeting on 8<sup>th</sup> November and Planning meeting on 1<sup>st</sup> and 22<sup>nd</sup> December.**

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.**

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.

- Faygate resident raised the point of the Community Highways Scheme. The Clerk explained that during this process the PC had to raise the issues experience in Faygate such as speed of traffic, HGV increase etc....and if the application scored high enough to be progressed, then WSCC engineers would look for engineering solutions. It is not for the PC or residents to suggest the solutions. The application must be submitted by July and a decision will be made in September. The VAS will be moved to Faygate next so speed/ traffic data can be harvested to support the application. Manual surveys of the number of HGVs passing would also be useful supporting information. The following concerns will be covered in the application:

Increase of HGV using Faygate Lane

Speeding along Faygate Lane

Speed bumps are not effective- too narrow

Mini roundabout misused and is driven over rather than around.

Lack of pavement continuity especially by the Holmbush Inn.

- The PROW 1593 in Faygate was still overgrown despite have its annual maintenance review in November 21. The clerk will contact WSCC for the annual report and enquiry as to whether the area will be pruned.
  - It was reported that two fence posts have collapsed around the Faygate Village Hall. The Clerk to advise Faygate Village Hall committee.
- a) For District and County Councillors to speak on any matters including updates from the District and County Council.

Cllr Hogben updated the PC on the following:

- Morrisons have released a predesign consultation at the site known as North of Horsham. Cllr Hogben was disappointed with the warehouse like design and urged councillors to have their say on the design. <http://morrisonshorsham.co.uk/> [Get in Touch – Morrisons Horsham \(morrisonshorsham.co.uk\)](#)
- Mr J Chouwen is the new leader of HDC, and Cllr Hogben is deputy leader.

Cllr Kitchen updated the PC on the following:

- The Local Plan is still on hold.
- Planning applications are held up because of the Water Neutrality ruling and decisions on how to proceed have not yet been made.

## 5. Finance

### a) expenditure

1097- GDPR	£420
1098-S Davies padlock	£9.99
1099-Mulberry Training	£42
1100- B Clayden – office exp	£48.48
1101-B Clayden- VAS Clips	£41.47
1102-Netcom- ICT	£630.72



Total expenses for Clerk for September and October- **£94.30**

***All Councillors agreed the payments of the Clerk's expenses.***

e) Online banking-update.

The Clerk updated the Council and confirmed that the application needed all councillors' signatures for the process to be completed.

***All Councillors agreed the Clerk (Beverly Clayden) and Cllr S. Davies will be the authorised users of the online bank account.***

f) Quarterly Figures

The Q3 figures were distributed. Clerk confirmed the payments reconciled against the payments on the electronic accounts.

***All Councillors agreed the Q3 figures and agreed that the Silent Hero to be paid from general reserves.***

<https://v6admin.visionict.com/Sites/153/ UserFiles/Files/Draft%20Budget%2022-23%20v1-public.pdf>

g) Draft budget-update and discuss

***All Councillors agreed the budget 22/23 and to request a precept from HDC of £28530. This equated to a 2% increase of band D payment.***

***It was also agreed that the additional cost for the defibrillators would be used from the underspend in 21/22 in the region of £1500.***

<https://v6admin.visionict.com/Sites/153/ UserFiles/Files/Draft%20Budget%2022-23%20v1-public.pdf>

h) Grant application.

Background: A grant application was received that exceed the £1000 limit. The applicant asked for access to the CIL monies. Colgate PC had no process to deal with requests for CIL money as historically HDC had administered these grants. This prompted the Council to draft up a new procedure for CIL monies applications. The Clerk has shared a draft application procedure for dealing with CIL requests

As part of this process the use of CIL money needs to have a robust audit trail. All CIL grants /use must be minuted. CIL money cannot be used retrospectively.

**All Councillors agreed and adopted the CIL Grant Application Form.**

<https://v6admin.visionict.com/Sites/153/UserFiles/Files/CIL%20Application%20Form%20final.pdf>

## **6. Update on outstanding projects**

- Vehicle Activated Signs- The unit is active along Forest Road and will be moved to Faygate next. The pole has been installed in Faygate (grass verge outside Durrant Village) to support the VAS.
- Litter Warden- **All councillors agreed the payment of up to 6 hours overtime to continue to clear the path on Forest Road/ Tower Road.**
- Faygate Lane- The Clerk will complete the application on receipt of the speed data which will be harvested in the next few months.
- PROW- Faygate- The public right of way is due an annual inspection in November and the Clerk has brought it to the officer's attention that the brambles that have made the path almost impassable. Clerk to request the report.
- Storage facility- Chair to provide space for the Silent Heroes.
- Chair to provide Clerk with handy person details as the three handy person the Clerk contact before Christmas have not replied or provided quotes.
- The Sussex Heart charity (SHC) were contacted to apply for two defibrillators. Their grant policy has changed, and the cost of the units are £900 per unit (inc the case). The units have changed from the Cardiac Science model we have currently. The maintenance costs of the new unit are less over the life of the unit and the installation costs should be cheaper as the new unit plugs into a regular three pin plug. We would therefore be looking at the £900 per unit plus installation as a qualified electrician would still need to install the case.

Since the PC are now looking to pay for the units, research was undertaken on purchasing a unit and the case outright to ensure best value. The average unit price is approx. £950 (exc VAT) upwards. Cases range from £100 (not heated) to £500 (heated) so the SHC route still appears to be good value for money and since we were given 2 defibrillators free of charge in 2017, it will help support the charity. Offers of training on the unit are also given with the SHC. British Heart Foundation have withdrawn their grant scheme due to covid so no comparison could be made.

***All councillors agreed that the additional cost of the units could be meet by the anticipated 21/22 underspend (£1500) and £1500 has been included in the 22/23 budget. All councillors agreed the defibrillator grant applications should be completed by the Clerk and the units be purchased from the Sussex Heart Charity.***

**Dates and times of next meeting:**

**Monday at 7.30pm on**

**14<sup>th</sup> February 2022-Durrants Village**

**14<sup>th</sup> March 2022 (Annual Community Meeting. No Clerk)-Colgate Village Hall**

**11<sup>th</sup> April 2022-Durrants Village.**

**9<sup>th</sup> May 2022 (Formal Annual Parish Council Meeting and election of chair and other appointments)-  
Colgate Village Hall.**

Signed..... Clerk      Date.....

**Signed by Chair.....Date.**