

**Colgate Parish Council Meeting 11<sup>th</sup> April 2022 at Durrants Village at 7.30pm.**

**Present**

**Councillors: Mrs. S Marley, Mrs. N Staff, Mrs. R Calvert, Mrs. C. Crosdil, Mrs. V. Finnegan, S Davies, R Faith, and S Garley.**

**In Attendance: Mrs. B. Clayden (Parish Clerk), Cllr Kitchen (7.30-8.30pm), Cllr Nagel (7.35-8.10pm) and Cllr Hogben (7.30-8.20pm) and two members of the public and two representatives from Save West of Ifield (SWOI).**

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**Minutes**

Before the meeting commenced two representatives from SWOI provided a power point presentation on the proposed development West of Ifield. More details can be found on this link-[Save West of Ifield](#)

Colgate PC are interested in what SWOI group has to say but are unable to comment prior to any formal planning application being received from HDC.

**1. Apologies.**

None

**2. Register of Interest.**

None

**3. Agree the minutes of Full Council 14<sup>th</sup> February and Planning meeting on 16<sup>th</sup> February and, 6<sup>th</sup> and 23<sup>rd</sup> March**

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

**Amendment to 12<sup>th</sup> July 2021 minutes minute point 5 a.**

**June 2021's accounts were signed off but not included on the minutes in July 2021 in error. Minutes amended to reflect the correct account sheet.**

*All Councillors agreed to the amendments to 12<sup>th</sup> July 2021 minutes*

**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.

A member of the public explained that several anti vax notices have been fly posted in the vicinity of the bus stop and village gates on Faygate Lane and A264. The Clerk has reported it via HDC Report fly posted website.

For District and County Councillors to speak on any matters including updates from the District and County Council.

Cllr Nagel confirmed that the Local Transport plan had been approved and in the coming years up to 2036 WSCC will be working to improve sustainable and active travel choices for residents of WS as well as air quality. WSCC are still involved in discussions on the air space changes around Gatwick.

The Council asked Cllr Nagel if there were any updates on the speed limit on Old Crawley Road. *Following the meeting WSCC issued an update stating “ that following our site review we have identified the existing chevrons on the bend would benefit from replacement and these works are in progress (I believe some work may already have been completed). Also, following discussion with Sussex Police and understanding community concerns that the route is being more heavily used at present (due to roadworks on the A264), we have also agreed to laying a centre line through that particular bend and refreshing the markings adjacent to the A264 turn in. However, we do not have any proposals for reviewing the speed limit - I understand an application has been submitted through the Community TRO process and that will be reviewed by the Area Highways Team in due course as part of the agreed TRO process.”*

Cllr Kitchen confirmed that the relief road that is being considered for the West of Ifield development will have a significant impact on Faygate Village.

Grants are available for the Jubilee for PCs and Cllr Kitchen also shared details about the Hope Keith Villagers Trust which can be applied for to improve the lives of the older generation of the population local to Rusper.

Both Cllr Kitchen and Cllr Hogben confirmed water neutrality discussions remain high on HDC agenda

Cllr Hogben suggested there will be a planning application for a school and 3500 homes on the land West of Ifield in the near future. Clerk has contacted HDC to ensure Colgate PC have sight of all applications connected to the development on Land West of Ifield.

He also pointed out that there are grants available to PC for reducing carbon emissions from HDC.

The bridge at the North of Horsham development across the A264 is now functional.

## **5. Finance**

- a) Cheque payments for Feb/March  
Bills paid March 22  
  
1110 Sussex Heart charity £1800

1111	WSCC salary Feb	£997.96
1112	WSCC salary March	£1207.20-spoilt replaced by 1117
1113	S Marley expenses	£73.05
1114	B Clayden office exp	£42.99
1115	D Strange repairs	£150

b)	Cheques to be paid March/April	
	WSCC Clerk April	£800
	Clerks' expenses x2	£100
	Pension x2	£150
	Litter Warden	£
	Litter warden mileage	£
	WSCC adm	£71.60
	GACC	£10
	Air Ambulance	£300
	WSALC	£1109.34
	AIRS	£50
	Installation of cabinets	£1000

***All Councillors agreed the payments and the estimated payments due in April***

c) Report on accounts and update on end of year.

Income- None

Balance current account 1.4.2022 £29885.99 (not include uncashed chq)

Bank statements and electronic accounts reconcile.

Notes

*CIL end of 21/22*

<i>Total received since 19/20</i>	<i>£14711</i>
<i>Total spent end of 21/22</i>	<i>£8962</i>
<i>Carries forward 22/23</i>	<i>£5749</i>

*End of year 21/22*

Opening balance 1/4/21	29185.35
Add receipts	30049.81
Less payments	29349.17
Less uncashed chq	1476.19
Closing Balance 31st March 2021	<i>28409.80</i>

## Reserves

See reserves sheet for full details

I propose to increase the following reserves:

£1000 kwv noticeboard totally £2700

£1000 highway maintenance totalling £2000

£600 election totalling £1000

£266 increase paperless planning to £1500

£524 increase to Vas £1500 for solar panels if required

***All Councillors agreed the accounts and end of year figures. The AGAR will be officially signed off in May following the internal audit on 19<sup>th</sup> April.***

d) Expenses

***All Councillors agreed £140.10 for January- March 2022 Clerks expenses.***

e) Online banking-update.

***All Councillors agreed to commence with online banking from 11<sup>th</sup> April 2022***

f) Grant Application-Consider application from Air Ambulance (Kent, Surrey, and Sussex) for £300

***All Councillors agreed to award Air Ambulance with £300.***

g) Discuss and agree proposals for expenses for Councillors.

***All Councillors agreed that in addition to mileage expenses when travelling outside of the parish when on parish business and the chair having access to £100 for ad hoc expenses, Councillors also agreed that on proof of purchase Councillors can claim £10 for printer cartridges per year.***

i) Discuss and agree to apply to HDC for £200 grant for Jubilee celebrations which can be distributed to Village Halls if the celebration meets HDC's criteria.

***All Councillors agreed for the Council to apply for £200 on behalf of Colgate village Hall to be used towards Jubilee celebrations. (Update HDC agreed the grant of £200 on 12<sup>th</sup> April)***

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

- Defibrillators-

1. Agree installer of the cabinets- quotes distributed to Councillors.

***All Councillors agreed that Buchanan & Curwen would be invited to fit the defibrillators cabinets at Faygate village Hall and Kilnwood Vale School.***

2. KVV community group are also raising money for a defib and offered to purchase child pads for the PC defib. Considering it is located outside a school would the Council agree to this offer.

***All Councillors agreed to accept the offer of child's defibrillator pads for the defibrillator at Kilnwood Vale school.***

- Grouse road shrubbery- **The Clerk confirmed that Power UK had been advised of the shrubbery growing through the powerlines.**
- Community highways scheme- Faygate Lane. **On hold until traffic data is collected. Application must be submitted by July 2022.**
- Noticeboard repairs- Faygate – **Completed**
- Tower Road/ Forest Road pavement clearance-**Various site have been identified for a clear up. Other Councillors offered their services to help with the clear up.**

***All Councillors agreed overtime for the Litter Warden on completion of the additional work.***

## 7. Adopt amended Financial Regulations and Risk assessment Policy.

- Financial Regs- amend 6.18 from two Councillors to one Councillors- ***All Councillors agreed the amendments***
- Risk assessment – Contractors should have at least 5Mf PLI as recommended by internal auditors- ***All Councillors agreed the amendments***

## 8. Transport/Travel.

Updates if available on

- Vehicle Activated signs-**The VAS has been moved to Faygate Lane. The battery lasts for approximately 2 weeks although data is being collected for up to 4 weeks with no message/face showing after the initial 2 weeks. There was discussion on purchasing solar panels to increase the length of time the unit can operate. This will be monitored and discussed again.**
- Speed Watch/speed gun-**Speed Watch continues along Forest Road. There will be a renewed effort to recruit volunteers for a Speed Watch along Faygate Lane. -**
- Reduction of speed limit on Forest Road-**Cllr Garley reported that the speed limit has been reduced from 60mh to 40mph from Roffey corner to Colgate village, Forest Road. The Chair thanked Cllr Garley for his hard work to achieve the reduction**
- Discuss and agree whether to proceed with a formal application to reduce speed permanently on Old Crawley Road.  
***All Councillors agreed that Cllr Garley should collaborate with the local residents to apply for a TRO along Old Crawley Lane to reduce the speed limit from 60mph to 40mph. Cllr Nagel has given her written support and will chase any updates on the ongoing investigations.***

## 9. External meeting

Opportunity for Councillors to update the Council on any meetings attended.

HALC- Clerk attended. Minutes on website

Age UK -Cllr Marley attended.

Clerk's network meeting. - nothing to report to the meeting.

## 10. Co option

All Councillors agreed to co-opt Barry Humphreys into the vacant Councillors post. The Council now has a full complement of nine Councillors. Barry Humphreys was welcomed to the Council and completed the Acceptance of Office form in the presence of the Clerk.

**11.Parish Assets**

No concerns with any assets however, a license consultation notice was spotted whilst Cllr Finnegan was risk assessing the bus stop. BP petrol are requesting an extension to the licensing hours to 24 hours. PC will discuss this and comment if appropriate into the Licensing team at HDC prior to the deadline of 22<sup>nd</sup> April. The notice was shared on Facebook.

Fly posters (antivax) were reported to HDC in several areas including Faygate bus stop, bollards by the Cabin café and the village gates on Faygate Lane.

**The meeting finished at 8.55pm.**

**Dates and times of next meeting: Locations and dates may be subject to change please check agenda.**

**Monday at 7.30pm on**

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

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