

Present

Councillors: Mrs. S Marley, C. Crosdil, S Davies, Mrs. R Calvert, Mrs. N. Staff, Mr. B Humphrey, S. Garley and Mrs. V Finnegan,

In Attendance: Mrs. B. Clayden (Parish Clerk), three members of the Public

Minutes

1. Apologies for absence.

Cllr Faith, Cllr Hogben and Cllr Kitchen (HDC)

2. Declarations of Interest by Councillors on any matter on this Agenda.

None

3. Agree the minutes of Full Council on 9th January and Planning meetings on 11th January and 1st February.

Draft minutes can be found on www.colgatefaygate.com

All Councillors agreed that the minutes were a true reflection of the meetings, and the Chair duly signed them off.

3. 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.**

A member of the public wanted to thank everyone involved in tackling the car racing on A264. Residents are relieved that the police have confirmed further resourcing to prevent further car meets. The resident confirmed that to date there have been no more meetings since 5th January. MP Jeremy Quinn and Katie Bourne met with Kilnwood Vale residents in respect of the car meets to confirm police resources are available to prevent future car meets.

It was noted that the BP garage was still delayed, and work had not progressed. The Clerk has written to Rapleys (managing agent for the development) but had no reply to the last two emails.

A member of the public has used the Durrants footpath. There is no notice advertising the path at the moment.

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

Cllr Nagel offered to contact WSCC Highways in regard to the Traffic Regulation Application on Forest Road. Data used to approve the speed change appear to have been muddled up

when members of staff have changed, setting the application back. Cllr Garley to furnish Cllr Nagel with all the full details.

4. Finance-

a) Schedule of payment

1134	bin bag	5.70
1135	printer cartridge	52.29
1136	defib cabinets x2	800
1137	S. Marley gifts	45.98
1138	custom duty defib	37.80
Online		£
Jan salary WSCC		1630.87

b) Bills to be paid Feb, March, April Estimate.

WSCC Clerk	Feb/ March/April	£3000*
Clerk's expenses x2		£200*
Pension	x2	£450*
Litter Warden	March-April	£600*
Litter warden mileage March		£40*
Visionit		£161.21*
Climate change recycling bin		£200+
Defib cabinet installation		£400
Speed gun calibration		£300
Food/ refreshments annual meeting		£50

*Potential online banking payments

All Councillors agreed the payments.

It was agreed Cllr Humphrey would purchase the recycling containers and PPE and provide receipts for the Clerk to reimburse. +

It was agreed to go ahead with refreshments for the Community Meeting and base attendance on 20 attendees.

c) Summary of accounts and Quarterly figures

Summary of Accounts

Income- NONE

Balance current account 1.2.2023- £ 38097.61

Bank statements and electronic accounts reconcile, and all Councillors agreed the accounts summary and were duly signed off.

d) Grant application-NONE

e) Expenses –NONE

6.Update on outstanding projects

- Replacement of x2 defib cabinets
The defibrillator cabinets located at Colgate village Hall and the garage on Faygate Lane were installed and are fully operational since 10th February 2023. The old cabinets were disposed of by Buchanan and Curwen's, the company who installed the cabinets. The asset register will be noted accordingly.

7.Transport/Travel

Updates if available on

- Formal application to reduce the speed limit permanently on Old Crawley Road (SG).
The TRO for 40mph has been approved and the changes will be advertised by WSCC to see if there are any objections. If there are no objections, then it should be in place around the summertime.
- Forest Road Traffic Regulation Application
Cllr Garley has received notification from WSCC that the application does not meet criteria according to their speed data. Cllr Garley challenges the speed data which is being used as he feels the most recent data has been lost and WSCC are using out of date data. Cllr Nagel has offered to investigate this and has been asked to be copied into the email to Joy Dennis setting out the timeline and data sets that the PC hold.

- Missing village gate/ bus stop levels- little Clover Farm development. Member of public also complained about the mess the site has been left in.
The case was referred to the Compliance team at HDC. It was deemed that there was no breach of planning conditions. However, HDC suggested the contactor was contact directly about the concerns. It was agreed that any correspondence to the developer should also be copied to the HDC Compliance Team. Clerk had emailed Rapleys twice without any reply.

- Shrubbery cut back on Forest Road
It was agreed that landowners would be written to with regards to overgrown shrubbery by using the letter recommended by WSCC to remind landowners that shrubbery overhanging paths and roads is their responsibility. Councillors to provide the Clerk with locations where the shrubbery has compromised the highway.

- VAS data (SG)
Data from Faygate Lane

Data from 25/3 to 24/11 Total period VAS

date	25/3- 24/11			
	inbound		outbound	
av speed	28		30	
max speed	65		90	
no of vehicles	*		*	
vehicles per day	*		*	
distribution				
inbound	%	no of vehicles	%	no of vehicles
30 mph or less	70	189589	60	154926
31-35 mph	21	56859	27	71047
36-40 mph	7	20184	10	27244
41-45 mph	1	3918	2	5409
46-65mph	0.3	915	0.3	1459

Comments

The average speeds are within the speed limit

The maximum speeds are alarming. One person managed 90 mph leaving Faygate!

The distribution shows that 8.3% of inbound and 12.3% of outbound drivers were significantly above 30 MPH

Vehicles per day is difficult to calculate because VAS was not operating every day due to the batteries awaiting change

- New WSCC Traffic Regulation rules. Cllr Garley proposes that the Parish Council apply for the total length of Forest Road that are still 60mph to become 40mph.

All Councillors agreed that Cllr Garley should apply for all lengths of Forest Road that are not already 30mph or 40mph to be reduced to 40mph.

It was also suggested that Grouse Road should be given the same consideration once Forest Road had been completed.

- Cllr Garley has proposed the Parish Council apply to close Forest Road on 8th May, Coronation weekend in order to carry out a litter pick as part of the volunteering legacy - <https://www.royal.uk/coronation-weekend-plans-announced>

A member of the Council will need to head up this initiative and a risk assessment will be required and PPE for each volunteer including a high viz jacket as the Road will still be open for access and emergency services. Road closure is free due to the Coronation weekend.

All Councillors agreed that the Council should apply to close Forest Road on 8th May to conduct a community litter pick session as part of the Coronation celebrations. The Clerk will apply for the Road closure but will need all the relevant documentation to carry out the application before 24th March which is the deadline for the application. Cllr Garley will be the organiser of the event.

Prior to the minutes being distributed, Cllr Garley confirmed that this event would no longer be going ahead.

8. External meeting

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

Wilder Horsham-(BH)

HDC and the Sussex Wildlife Trust are working together on this initiative to help all communities within Horsham district to recover and encourage wildlife back to the area. HDC are trailblazers with this scheme. 25% of Colgate Parish is ancient woodland. Cllr Humphrey stated that Colgate Council can be involved with this scheme, and he will pick it up as part of the Climate change and sustainability role within the PC.

Gatwick Airport-(RC)

Cllr Calvert attended this meeting where airspace was discussed as part of the consultation process. There are 70 new flight path options to be consulted on. It seems these will be short listed and then the consultation papers will be issues Feb/March. The new flight paths will have more concentration of aircrafts and many PC are concerned about the increase in noise and air quality issues this could bring.

GACC will be studying this consultation closely.

Pensions – (SD)

Cllr Davies and the Clerk attended the recent pension review meeting which discusses the status of the pension. The Clerk shared the presentation slides with the Council.

It seems Colgate Council did not sign a pool agreement document at the time it joined the WS Pension Pool. An oversight by WSCC. The documents have now been issued and need to be signed and returned before 20th April. Colgate Council have been treated as being a member of the pool since the inception of the pension.

Ill health Insurance was also discussed. Without insurance the Council would bear the financial burden of an employee leaving the pension scheme early due to ill health. An insurance quote has been requested to mitigate any potential higher payment.

9.Parish Assets

- **Report on assets (VF)**

Next Report on assets due January 2023. (VF)

No concerns raised with the Parish's assets.

- Salt bins/reserves – update. (BC)
The Clerk is in discussion with WSCC and Kilnwood Vale Management company to provide salt reserves for Kilnwood vale. A compound on the development has been suggested and WSCC are considering whether this is a viable option for salt delivery. Residents would then be able to refill the salt bins located at the park and near the lake.
- Discuss and decide whether to proceed with the Registering of Community Assets. (Colgate and Faygate VH). Documents distributed to Councillors prior to meeting. (C/F)

After discussion it was decided that the Clerk would research what was involved in the process by contacting Clerks that have undertaken the process.

The Clerk was also asked to provide a list of assets that have been successfully registered. After the meeting, the Clerk provided the Councillors with a link to HDC website showing successful and unsuccessful registers of assets.

https://digital.horsham.gov.uk/outreach/PRO_ASCVSearch.ofml?0035-fe3d20b2fc07d570

10) Climate change and Sustainability.

- Review/update the Climate Change Plan draft copy.

All Councillors agreed to adopt the amended policy.

- Cllr Humphrey's has requested £200 approx. for expenditure on the storage facility and PPE in relation to a recycling site located at Colgate Village Hall pilot scheme.

All Councillors agreed the expenditure of £200 on the storage facility and PPE after having confirmation that Colgate Village Hall had volunteers to help with the sorting of the recycling bins.

11.Boundary changes.

As a result of the newly published electoral roll 2023, the Clerk was asked to research the process for creating a new parish council and the viability of the formation of a new Parish Council.

Councillors will discuss and vote on whether this action should be pursued further.

All councillors agreed that the Governance Review should not be pursued at this time.

12. Noticeboards – Kilnwood Vale

Discuss and decide the request from Kilnwood Vale residents to install a noticeboard located at the park instead of waiting for the community hall to be built which appears delayed because of water neutrality and number of units have yet to be built to trigger the building of the Community Hall.

Background and update from KWV:

'The area of Kilnwood Vale (Rainbow Field, the playground etc) has now been handed over to the Kilnwood Vale Management Company - so Crest are no longer involved with upkeep/maintenance. Priem oversee now. If the existing noticeboard is of no use and the Parish Council wish to meet the cost to replace the existing board with a more suitable alternative which would enable proper use, then Priem / the Residents Committee are unlikely to object. Priem would just need to be sent proposals of design etc. so that they can review and seek Committee approval. In terms of a notice board outside the Community Centre (should it ever be built!) then this would be separate and remain under the authority of Crest, again until build / handover to the management company is complete. So, any design change ahead of installation would need to be discussed with Crest. Given that they haven't started building the area at all, it could be another year or two before it is at a useable stage.'

The PC hold £2700 in reserves for the noticeboard and installation.

All Councillors agreed to the noticeboard being installed at the park instead of the community hall subject to the Management company agreeing to the design and location. Clerk to obtain a quote for the noticeboard which will include dimensions. Contact will be made with the management company to confirm approval of the design and location A planning application may be required.

The Clerk was also asked to write to the Planning team (copy Cllr Kitchen) to understand why the community hall build has been delayed despite being close to the trigger number of housing units which is 1450 according to the S106 agreement.

13. Dates and times of next meeting: Locations and dates may be subject to change.

Monday at 7.30pm on

13th March- Colgate (Annual Community Meeting- no decisions)-

It was agreed by all that refreshments would be purchased for this meeting. The report would be distributed prior to the meeting so the reading of the document would not be required during the evening. Paper Copies will be available for the public.

17th April -Durrants

15th May-Colgate (Full Annual Council meeting-election of Chair)

Meeting closed at 8.55pm

Signed by the Chair.....