

Colgate Parish Council Meeting 10th February 2025 at Durrant Village Retirement Village

7:30pm.

Present

Councillors: Cllr Marley, C. Crosdil, Cllr Staff, Cllr Garley, V Finnegan, S. Davies, and R. Calvert

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

An announcement was made before the meeting started that sadly Cllr Kitchen had passed away peacefully on 10th February. The Chair sent condolences to family and friends and said Liz will be missed by the Parish Council especially for her warmth, support, and wisdom.

Minutes

1. Apologies for absence.

R Faith, B Humphreys

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

Cllr Finnegan declared an interest on agenda point 5 – Grant to Colgate Village Hall- play equipment.

3. Agree the minutes of Full Council on 13th January and Planning minutes on 22nd January 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.

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.**

Members of the public from Durrants Village updated the Council on their efforts to get the shrubbery on the Faygate roundabout cut back and a crossing on the A264. Despite chasing WSCC the members of public have only received a reply from WSCC to be told that it is unlikely the shrubbery will be cut back further on the roundabout as the shrubbery helps to slows the traffic down. However, this means pedestrians have no sightlines. The member of the public will speak to WSCC about thinning out the shrubbery or creating a gap to allow a sight line, the other member of the public has been told that they can continue with the Community Highway Scheme for a crossing but realistically this will not meet criteria. The Clerk confirmed that the Council have applied twice for a scheme to be installed to aid crossing and both had been rejected due to cost.

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

Cllr Hogben stated:

The Local Plan status is still pending.

HDC have been contacted to discuss devolution.

The local elections have been pushed back by a year.

It was suggested the parish asked for a list of HDC assets in their parish.

HDC will move offices from Parkside to Albury house in the town centre by 3rd March 2025.

There is a 2.7% rise in the HDC budget.

5. Finance-

a) Schedule of payment

Bills paid.		£
1179	spoilt	
1180	S Marley	98.96
1181	Colgate school grant	600
1182	stamps B Clayden	6.80
1183	spoilt	
1184	B Clayden Printer	219.99
1185	B Clayden LW equip	35.88
Online		
WSCC Salary Jan		1660.30
Visionict		161.26
Buchanon and Curwen repair defib		102.00

All Councillors agreed the online payments.

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

WSCC Clerk Feb	£ 2000*
Clerk's expenses	£400*

Pension/NI	£600*
Litter Warden	£422*
Litter warden mileage	£50*
Speed gun calibration	£330*
Fingerposts	£1300*
Grant Colgate school/playground	£1000 (to be held in earmarked reserves until conditions meet.
Insurance	£800*
Subs	£1500*
Ill health	£250*

And any expected payments as per the budget 24/25.

*Potential online banking payments

All Councillors agreed the upcoming payments. However, the Colgate Village Hall grant was agreed at £1000 subject to a lease agreement being signed before the monies are released and a timescale of expenditure by end of 2025.

c) Account Summary

Summary

Income	None
Interest 95 day -interest	£25.68
Interest instant -interest	£23.88
Total interest =	£ 48.56

Balance current account 1.11.2024	£14825.03
Balance 95-day Reserve acct 1.11.2024	£ 8293.39
Balance Instant access 1.11.2024	£ 21205.66
Total	£ 44324.05

Electronic accounts reconcile to both current and reserve accounts and bank statement.

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

d) Grant Application-

Colgate Village Hall applied for a £1000-2500 grant to purchase play equipment. After discussion, the Councillors agreed a grant of £1000 subject to a lease agreement being signed. The monies would be held until the end of 2025.

A note is to be sent to Faygate VH informing them of the possibility of a grant for this type of improvements.

All Councillors agreed after discussion that the Council would award Colgate Village Hall £1000 towards the cost of the play equipment subject to a signed lease agreement and a timescale for the expenditure by the end of 2025.

e) Expenses - £193.06

All Councillors agreed the Clerk's expenses.

6. Transport/Travel/Highways.

- Vehicle Activated Sign. (SD)

The batteries in the Colgate Village VAS have been changed once since early January and will be changed either this week or early next if the weather remains dull.

7. External meeting

- Cllr Crosdil attended the WSAL Chairs Zoom meeting. Devolution- Timescales and impact on the PC were unknown at this stage. Information is being released all the time.
- Cllr Davies attended the HALC meeting where similar items were discussed. In addition, Parish Council Neighbourhood Plans were discussed and there were concerns raised on how effective they are whilst the Local Plan is still pending. Each unitary authority needs 500,000 residents so there was discussion about who will join with who. There was also talk of Parish Councils amalgamating.

8. Parish Assets

Next report on all assets due February 2025 including defibs monthly check. (VF)

- Monthly defib report and quarterly report on all assets.
Cllr Finnegan notice the opening instructions on the doors of the cabinet are misleading and it was agreed by all to cover this instruction with black tape. All defibs are rescue ready.
- Bus stops and litter.
The Colgate bus stop along Forest Road needs graffiti removed and a repair to the bench leg.
All Councillors agreed to get a quote from Phil Szabo for these works.
Graffiti was also reported on the bus stop on A264 opposite the Cabin Café

- Fingerpost review-Member of public contacted the PC with regards to 4 finger posts in the Parish requesting shrubbery cutback and maintenance. All shrubbery has been cut back. Councillors discussed the quotes for repair of the fingerpost near Pease Pottage and before making a final decision the Councillors asked for the Clerk to check with WSCC as to whether they have any spare parts for the fingerpost. The matter of devolution was also raised concerns in case Colgate PC may amalgamate with other Parish councils. For now, the works are on hold.
- Defibrillator Cabinet – Faygate – Fixed and working.
- Printer- new printer purchased as the previous printer was too expensive to repair.

9. Climate Change and Sustainability. (BH)

No updates

10. Recruitment of Clerk Vacancy.

The Clerk will be resigning from Colgate PC after 13 years on 25th April 2025. Details of the job description and vacancy can be found on the link below. The Clerk was asked to share this information on the website and Facebook. The advert is advertised until 27th February, and it is hoped that interviews will take place in March allowing a hand over period.

<https://wsalc.co.uk/vacancies>

11. Community Meeting

Unfortunately, Cllr Humphreys was unable to secure a speaker for the community meeting. The Clerk was asked to invite the PCSO and Cllr Finnegan was asked to approach the local wildlife centre to explore whether a talk at the Community Meeting might be possible.

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

Monday at 7.30pm on

2025

10th March- Colgate VH (Community Meeting no decisions are made at a Community Meeting)

14th April- Durrants Village

12th May- Colgate VH (Council Annual Meeting-Elections)

Meeting closed at 8.27pm

Signed by the Chair.....