

Colgate Parish Annual Council Meeting 11th March 2019 Durrants Village Club house at 7:30pm.

Present

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

In Attendance: Mrs. B. Clayden (Parish Clerk), and 4 members of the Public.

Minutes

1. Apologies and acceptance for absence.

Cllr Kitchen

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

None

3. Agree the minutes of the previous council meeting held 11th February and planning minutes for 20th February.

All councillors agreed that the minutes were a true reflection of the meeting and the Chair duly signed them off.

4. Members of the public-invited to speak to the Council on any other matters of concern included in the agenda.

1 member of the public had concerns about the upgrade of the PROW in Colgate and the fact that she had not been consulted on the upgrade. It was made clear that it would not be for vehicular use, only pedestrian. This scheme is being managed by WSCC and queries should be directed to the SRTS team on SRTS@westsussex.gov.uk

1 member of the public brought up the inconsistencies with the pavement in Faygate and that using the pavements was becoming more difficult. The chair suggested this was raised with the Highways team at the meeting on 21st March.

A member of the public raised their concerns about the disintegration of a bench located in the church that bears a plaque commemorating the 5 members of the public who died when a WW2 bomb destroyed the village hall. The clerk will investigate potential funding of a replacement bench from a war memorial fund and report back. Alternatively, the church could apply for a Colgate Parish Council grant in the next financial year.

5. Updates from the County Councillor, District Councillor, Chair and Clerk.

St Johns (BC)- Colgate PC have been offered a new course. Information was advertised to the public but only 3 members of the public responded. The council requested that the clerk write to SJA and enquire whether they would be happy to take the course to the school. If not another advert to be placed on the noticeboard and Facebook pages to see if there has been any more interest.

Colgate Noticeboard (BC)- completed and in working order.

Grouse Road-Cllr Sired confirmed he picked up 13 wing mirrors and attempted to cut back some of the shrubbery but still feel more pruning is needed. WSCC has been informed and the Clerk has a reference number for the issue.

Trees and Colgate VH- Cllr Sired to get an update on this matter.

6. Co-option

HDC and HALC advised that any residents wanting to apply to become a councillor should now follow the formal nomination process.

7. Social Media

a) Facebook page set -update

21 new members and to date the Clerk had not experienced any significant issues, only a few teething problems.

8. Transport

a) Discuss the termination of the Faygate School bus. (RC)

The Clerk facilitated a meeting between parents and WSCC Transport team, which took place on 19th February. WSCC explained the situation and why they have had to change operators and that Ruser pupils were continually being late for school which couldn't continue. 3 parents attended the meeting. 3 members of the PC also attended the meeting. Parents were offer their chance to suggest different options which the council would review. WSCC also advised they would travel the route to report back on the issues that the parents had raised. The report was published on the website and Facebook page. As a gesture of good will WSCC will reimburse the parents that return their bus pass with 'petrol' money for the journey made on the school run if parents do not want their child using the bus service provided.

b) Discuss the issues of safety and accessibility surrounding the A264 -

A meeting with WSCC Highways manager has been arranged for 21st March to discuss the following areas:

Road signs on the A264

Crossing on the A264-new petrol station application

Cycling and walking along the A264

Bus stop closures along A264

Faygate footpath

c)TRO on Forest Road

Cllr Garley attended the CLC and asked the CLC for their support in getting Roger Elkin to support a TRO as a one-off decision to extend the 40mph limit along Forest Road from Roffey end to Colgate village. Currently it has only been authorised between Roffey and Roffey Park.

Via email Cllr Kitchen pledge her support for this action and would continue to support Colgate Parish in this application. Cllr Kitchen also praised Cllr Garley for his tenacity in continuing with the application.

9. Finance –

a) Bills paid since last meeting,

938-S Garley exp	23*
939-spoilt	
940- e mail addresses NetCom	259.20*
941-Green Barn noticeboards	1828.81*
942-WSCC salaries Feb	1028.34*

943-F Johnson installation	150*
944-spoilt	
945-B clayden office exp	9.96*
Total	3299.31

b) Bills to pay,

WSSC Clerk March	£560
Clerks expenses	£50
Pension	£120
Litter Warden	£260
Litter warden mileage	£20
Salc- doc storage	£12
School hire	£75
Litter warden business insurance	£15
Subs WSALC and Halc	£600
Adm WSSC	£70
Refreshments Annual Meeting	£25
S Marley exp	£34.50
<i>*Clerk Salary April</i>	<i>£570</i>
<i>Pension-April</i>	<i>£125</i>
<i>Litter warden April/May</i>	<i>£285</i>
<i>Expenses April</i>	

Total (approx.) £1841.50 **not included in total. No full council meeting in April so authorising payment in March ready to pay invoice in April*

All councillors agreed all payments as well as the increase in salary for both the litter warden and clerk. This was already signed off when the budget was agreed but the clerk will now advise the salary administrator of the increase commencing 1st April.

c) Account Balances,	
Balance outstanding Reserve	£50.41
Balance current account 1-03-19	£20037.42
Un cashed cheques	£3303.29* (inc £3.98.)
Receipts-	£1424-insurance monies

Bank Rec compared to electronic accounts and manual accounts are reconciled as of 1st March 19.

CLlr Davies signed off the accounts having checked the manual records and electronic accounts against the bank statements.

d) expenses.

Councillors agreed the expenses for both the litter warden and clerk at a total of £120.85(Jan -feb 19)

e) Grants-

St Catherine applied via the Colgate Grant application route and was awarded £200.

All councillors agreed this grant

The KWV non-standard grant was discussed. Unfortunately, too many questions were raised for the council to decide. There were no applicants at the meeting to clarify the queries. The council has therefore invited members of the KWV group applying for monies for the family day to the annual meeting, so they can discuss the matter further. It was also discussed that more than likely the KWV community hall would be receiving the same annual grant amount as the Colgate and Faygate village halls in the future so any awards to KWV would be a one off. Clerk to invite KWV residents to the Annual meeting.

10. GDPR

Update from Clerk on polices, website security and e mail address.

GDPR-info confirmed that the council was now GDPR compliant. All councillors have a dedicated Parish council e mail address.

11. Report on training, meetings or consultations.

None

12. Safety check report-(VF)

Due at the end of March

13. Keep Britain Tidy.

Councillors agreed not to participate in this event.

14. Agree the next meeting - April-Colgate (Annual Meeting), 13th May-Durrants, Faygate (Annual Council Meeting).

The meeting closed at 8.30pm.

Signed chair:.....date.....

