

## **The 2019 Annual Parish meeting was held at Colgate School at 7.30pm.**

Apologies were accepted from Cllr Sired.  
7 members of the public attended as well as Cllr Kitchen.  
The meeting began at 7.30 and ended at 8.40pm

### **BRIEF REPORT OF PARISH COUNCIL BUSINESS FOR 2018/19**

Village	2017/18-electors	2018/19
Colgate	541	540
Faygate	424	431
Kilnwood Vale	624	948
Total	1589(+5)1594	1919

Total increase of residents by 325.

The 2011 census confirms that there are 1087 residents (male-541 and female 546).  
There are 398 households in total.

Kilnwood Vale and Durrant Village continue to grow.

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#### **The Council, Councillors and Employees**

An election was held in May 2015 where the following councillors were re-elected:

Cllr Marley (chair)

Cllr Calvert

Cllr Crosdil (Vice)

Cllr Sired

The following councillors were subsequently co-opted under casual vacancies:

Cllr Finnegan

Cllr Davies

Cllr Garley

Currently the council is two councillors short and the vacancies have been regularly advertised.

There is an election in May 2019.

Councillors have attended HALC meeting, meetings with WSCC and HDC, planning courses, Buchan Park meetings, GDPR workshops, financial courses and other training courses. The Clerk and councillors will continue to attend courses and workshop to ensure the council is up to date on all new regulations.

The Clerk increased her hours from 9 to 12 hrs per week and has passed the CILCA course which means once  $\frac{3}{4}$  of the councillors are voted, and not co-opted the Parish Council will have the General Powers of Competency.

Mr Paige has been employed by the council and continues to provide good value for money. Mr Paige's hours increased to 4 hours per week from 10 hrs per month. The Parish Council will continue to meet the increased costs of Mr Paige's salary from the precept since the HDC grant could not be increased.

Councils meetings were held monthly except August and December. Planning meetings were held on an ad hoc basis.

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## **Achievements**

Improved attendance to 17/18 Annual Meeting

GDPR compliance has continued to be developed and the council is now compliant in all areas with the new GDPR regulations. GDPR-info were engaged to support the council in this matter.

Progressed to the next stage of getting a crossing on the A264. Feasibility to take place 18/19 and additional feasibility in 19/20. This project has exceeded the community Highways budget, however WSCC continue to investigate the speed data.

Continue to develop the Parish Online, a web-based mapping system.

Pilot the use of Facebook as another way of engaging with the residents of the parish. There are 21 members to date. In March the website had 135 visits.

Community Speed Watch continues to be successful.

Congratulations to AgeUK for successfully receiving £300 grant from Colgate PC.

Congratulations to Friends of Buchan Park for successfully bidding for £928 for gardening implements to improve and update the orchard at Buchan Park.

Congratulations to St Catherine's Hospice for being awarded £200 grant.

A total of £1428 has been given to groups that enhance the lives of Colgate Parish residents.

An application to reduce the speed limit is being considered by WSCC and the police. A partial reduction on Forest Road has been agreed.

A new noticeboard was purchased (insurance claim) and installed to replace the noticeboard that was damaged because of a police chase. The Faygate noticeboard had general maintenance to its glass doors.

A memorial bench was purchased and installed in St Saviours grave yard in memory of Cllr David Stilwell.

A Silent Hero was purchased from the Royal British Legion to commemorate 100years since the end of WW1. The silhouette will be displayed annually in November throughout the Parish.

Grant Applications –

The following policies were adopted or re adopted:

Document Retention Policy

Standing Orders

Financial Reg

Winter Maintenance plan

Colgate It Security policy

Risk assessment Policy

Grant Application Form

A strong relationship with Durant’s village continues and its residents, strengthened by working together on the crossing point over A264. Kindly Durrant Village has agreed for bimonthly councils meeting to be held at the Club House on the Durrant Village site for 19/20.

The council have worked with HDC and other stakeholders on the new community hall facility in KWV and a new contact has been made at KWV which hopefully will develop into a strong relationship with the new development.

Colgate PC has secured monies for a noticeboard to be installed outside the new community hall.

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### **Finance**

The accounts remain in a healthy state. The Clerk will settle the accounts which will then be audited by Mark Mulberry accounts in June 2019. The external audit is Moore Stephens.

The precept 18/19 is £19320

In summary and subject to audit and Bank reconciliation 18/19 Accounts are:

Receipt-£28689.20

Paid out-£22892.94-inc VAT

Ring fenced Cil monies (2023)-£4787.60

19/20 carried over figure of £14713.55 (inc Cil monies)

19/20 Carries forward without CIL- £9925.95

Total funds in bank - £16744.09-uncashed 2030.54=14713.55

Inc:

Bf from 17/18- £8967.71

CIL-£4787.60 (exp 2023)

VAT refund of £786.94 due in 19/20

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### **Planning**

The District Council has a duty to refer all planning applications relating to the Parish to the Council to give the opportunity for comments in the light of local knowledge but takes no part in the granting or refusal of permission. During the coming year HDC was meant to be 'going paperless' and the Parish Councils must develop their meetings accordingly to cope with this change. This change has not happened during this financial year but Colgate PC expect this to happen during the next financial year.

19 Planning meeting were held during 18/19

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### **Action plan and development into 19/20**

Colgate Parish has seen an unprecedented increase in residents over the last few years and the Council must adapt to meet the increase in workload and budget requirements. It would be remiss of the Council if they did not meet the challenges ahead starting with a three-year plan looking to the future The Council has been given assurances in writing by Tom Crowley, CEO of Horsham District Council (HDC) that Kilnwood Vale will be remaining within Horsham District Council and consequently Colgate Parish Council for the 'foreseeable future'. Despite this reassurance The Labour Party recently commented on a boundary review asking for the whole of Colgate to become part of the Crawley Parliamentary boundary. Colgate Parish Council objected to this suggestion.

The Council continues to promote community cohesion between all the communities within the parish. The council have been invited to the Family Day at KWV on 20<sup>th</sup> July. The Parish will remain stakeholders in the development of the new community hall in KWV and will work towards making closer ties with the KWV community.

Speed /parking/traffic remain a concern to the residents and the council will strive to improve traffic issues. This will be achieved by working with the school to improve school drop off and pick up. The Parish council have supported WSCC in the upgrade of the PROW to allow pupils to use the path throughout the year and give pupils an alternative route to school. Colgate S106 monies have been used for this improvement.

Community Speed watch will continue.

The council will continue to try to decrease the speed limit on Forest Road.

Colgate Parish Council will continue to offer their Grant Applications Scheme where charities and groups that enhance the wellbeing of the local community within the Parish can apply for a grant up to £1000.

The Council will strive to ensure the Winter Maintenance Plan is fit for purpose and ensure the salt bins are ready for use.

The Council intends to ensure that councillors and the clerk are fully up to date on legal and Council matters by ensuring councillors and clerk are offered a wide range of training and personal development. Councillors will continue to attend various meetings of local associations

Continue with the everyday business of a Parish Council in an effective manner.

Colgate Parish Council will continue to work closely with WSCC and HDC and share minutes and newsletters with Colgate Village School.

Expand community cohesions especially within the developing areas of the Parish. Funds have been ringfenced to provide the new community area in Kilnwood Vale with a noticeboard fit for Parish business.

Councillors will have continued to perform risk assessments of the Councils' every increasing asset.

The Council will review existing policies and develop new policies when appropriate.

Review the occurrence of fly tipping in the parish with a view to working with HDC to reduce this issue.

The council will develop the website to ensure it is accessible for all and continue to monitor the success of the Facebook page.

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**Thank you**

The Clerk and councillors value Councillor 's Kitchen support and guidance over the last year.

The council have worked closely with several teams within WSCC and HDC this year and are grateful for their support.

The Litter Warden, Mr B Paige continued to give good service to the whole community and was appreciated by the Council. He has been invaluable in highlighting the increased fly tipping the parish.

A thank you must also go to Colgate and Faygate Village Halls, Colgate School and Durrant Village for the use of their venues for the Council's meetings.

A thank you to Elizabeth Rice for keeping the communiy21 website. and to thank her for attending meetings at Buchan Park.

The councillors are also grateful to all those residents who attend the Council meetings.

Thanks, must also be given to Julie Stace and all residents involved in the Parish Magazine which is a valued resource to the Parish Council enabling information reaching the wider community.

The councillors also want to thank Deborah Luxford for volunteering to coordinate the Winter Maintenance Plan and for displaying the agenda on the Colgate and Faygate noticeboards.

The Council also want to thank Lyndsey Williams for offering to maintain the Colgate Community noticeboard.

Thank you to all the Community Speed Watch Volunteers who are making a difference to decrease the speed of the traffic on Forest Road.

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**Support for Local Organisations**

During the year the Council made grants to Colgate Memorial Hall, Faygate Village Hall, and the Parochial Church Council and paid £10 for newsletters from the Gatwick Conservation Group.

The Parish remain members of the following institutions:

Action in Rural Sussex (Airs)

National Ass. Of Local Councils (NALC)

Horsham Ass of Local Councils (HALC)  
Sussex Ass Local Councils (SALC)  
Society of local Councils and Clerks (SLCC)

Dated:

Prepared for the Chair by the clerk.....date  
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