

Present

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

In Attendance: Mrs. B. Clayden (Parish Clerk), and 5 members of the Public.

Minutes

1.Apologies and acceptance for absence.

Cllr Kitchen and Mrs. V Finnegan

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

None

3. Annual elections, including other posts and committees.

Elections were uncontested, and the councillors remain unchanged. All councillors signed the Acceptance of Office form. Cllr Finnegan scanned her document due to not attending the meeting.

There are 2 councillor vacancies which can be filled immediately. Adverts to go out on Facebook, the website and Parish Magazine

- a) Chair-Proposer J Sired for Cllr Marley, seconded by S Garley.
- b) Vice chair-proposer S Davies for Cllr Crosdil seconded by R Calvert.
- c) Planning-Cllr Crosdil will continue to oversee planning
- d) Finance-Cllr Davies will continue to oversee the financial aspect of the council.
- e) HALC/SALC rep.x2-Cllr Marley and Cllr Davies
- f) Community Rep for Gatwick airport. -Cllr Calvert
- g) Complaints committee (x3)-Cllr Finnegan, Cllr Garley and Cllr Sired.
- h) Health and Safety Rep.-Cllr Finnegan
- i) Internal Auditor-Mark Mulberry Ass. -agreed for 19/20
- j) Agree membership to Associations. (Society of Local Councils Clerks, National Ass.Local Councils., Sussex Ass.of Local Council, Horsham Ass. Of Local Council, GACC-newsletter)
- k) GDPR Info-GDPO-agreed for October 2019-2020

All councillors agreed to the re engagement of Mark Mulberry Ass and GDPR-Info.

All councillors agreed the memberships listed above.

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3 Agree the minutes of the previous council meeting held 11th March and planning meetings on 20th March 3rd April 8th April 17th April and 1st May

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.

An update on the meeting with highways was requested. See minute 8

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

St Johns (BC)- Colgate PC have been offered a new course to be held at Colgate school for the pupils.

Plaque commemorating 100 years of WSCC—An oak tree was planted in the village. The plaque has recently been rediscovered and G Garley is making enquiries as to the location of the oak tree in order to link the plaque with the tree. The WSCC archives are investigating their West Sussex County Times archives on her behalf.

PROW upgrade due to go ahead at half term.

6. KWV

Following a meeting at KWV the clerk reported that the community hall build has been pushed back to 20/21.

The bus gate will be opening in 2020. The gate will join KWV to Bewbush bus station.

The school will be opening in 2019 sept.

There is a community day on 20th July and councillors have been invited.

Councillors have invited Anna Grimshaw (Preim) to the next meeting.

7. GDPR

All councillors agreed to re-engage GDPR- Info for the cost of £350 to cover Oct 2019-20

8. Transport

Following the meeting held on 21st March 2019, the clerk had no update to share with the council despite 2 chase e mails to WSCC.

The council asked the clerk to write to WSCC and send to the highway managers line manager and Cllr Kitchen.

9. Finance

I-End of year accounts- Approve and sign Annual Governance Statement 18/19

All councillors agreed the Annual Governance Statement and the Chair signed the paperwork off.

II-agree, approve and sign off the Annual Audit documents.

All councillors agreed to signed off the Annual Account. The Chair signed off the paperwork.

On completion of the internal audit on 5th June, all associated documents will be available on the website. The Public's Right to scrutinise the accounts will begin on 7th June for 30 days.

a) Bills paid since last meeting March 19 and April19,

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|-------|--------------|-------|
| 954 | Refreshments | 23.82 |
| 955 | Airs sub | 50 |
| 956 | Halc sub | 15 |
| Total | | 88.82 |

b) Bills to pay April /May 19,

| | |
|----------------------------------|-------|
| WSCC Clerk April | £560 |
| Clerks expenses | £50 |
| Pension | £120 |
| Litter Warden | £260 |
| Litter warden mileage | £20 |
| Salc- doc storage | £12 |
| Litter warden business insurance | £15 |
| Insurance | £400 |
| Printer cartridge | £60 |
| X3 grants | £2250 |
| Total (approx.) | £3747 |

All councillors agreed the payments

c) Account Balances March 19 and April 19,

Balance outstanding Reserve £50.47

Balance current account 1-05-19 £ 25518.05

Un cashed cheques £109.50-last yr and £38.82 19/20

Bank Rec compared to electronic accounts are reconciled as of 1st May 19 and were counter signed by Cllr Davies.

d) Discuss the reserves of the council,

All councillors agreed the reserves as per the reserves sheet hand out. It was also agreed that the £2000 for a speed gun was no longer required. The reserve sheet will be available on the website.

e) Decide on whether a manual Accounting book should continue to be kept alongside the electronic accounts.

All councillors agreed that there was no longer a need to maintain a manual accounting book.

f) Renew insurance,

Unfortunately, despite daily chases Came and Co have not sent the quotes for the insurance renewal. Clerk to distribute the quote as soon as they have been received.

g) Request for monies to support the case against the incinerator in North of Horsham

Councillors agreed that more information was required and asked the clerk to write to NI4H asking the following:

- Have other Parish Council or HDC made any contribution?
- If yes how much was donated?
- How will the money be accounted for? what controls and audit is in place?

It was noted that Councillors were concerned about using public money for this sort of request. The clerk will also investigate whether public funds can be spent in this manner.

10. Report on training, meetings or consultations.

None to report, however councillors were asked if they wanted any refresher courses and a list has been sent to all councillors. Councillors to advise the clerk if there are any training requirements.

12. Safety check report-(VF)

Due to apologies given by Cllr Finnegan , this item will be carried over.

13. Agree the next meeting - 10th June Colgate,8th July-Durrants Village, Faygate, 9th September- Colgate, 14th October-Durrants Village Faygate, 11th November- Colgate, 13th January- Durrants Village, 10th February-Colgate, 9th March-Durrants Village, Faygate, 13th April-Colgate (Annual Meeting), 11th May-Durrants, Faygate (Annual Council Meeting).

The clerk has written to the school and Durrant Village to book the dates for the next years meeting.

The meeting closed at 8.35pm.

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