

## PARHAM PARISH COUNCIL

### Minutes of the ordinary meeting of the Parish Council held at The Rackham Old School on Tuesday 8<sup>th</sup> November 2022 at 7.30pm

**PRESENT: Parish Councillors** – Tim Hayward (TH) Chair, Heather Cartwright (HC), Catherine Dugdale (CD), Paul Slimming (PS), Claudia Fisher (CF) and Nigel Dean (ND)  
Also present – District councillor Diana van der Klugt, Vicky Spiers (the Clerk) and 17 members of the public who left after the Weald to Waves presentation.

#### **1. APOLOGIES FOR ABSENCE**

Apologies received and accepted from Will Rydon, WSCC councillor Paul Marshall and HDC councillor Paul Clarke.

Item 11 was moved up the agenda

#### **11. TO DISCUSS THE WEALD TO WAVES PROJECT**

CF arranged for James Baird, a farmer from Climping, and a Weald to Waves project partner to provide a presentation on the Weald to Waves project. James explained the overall mission is to improve connections for wildlife and enable nature recovery by building a wildlife corridor fifty miles in length from the Ashdown Forest to the Climping Gap near Littlehampton. James's presentation was very well received, with some interesting questions. The presentation will be available on the parish council's website.

#### **2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

None

#### **3. TO APPROVE AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 27<sup>th</sup> SEPTEMBER 2022**

The minutes were agreed by council and signed by the Chairman as a true and accurate representation of the meeting.

#### **4. UPDATE FROM DISTRICT AND COUNTY COUNCILLORS**

Cllr Diana van der Klugt advised that HDC have committed funding of £550,000 for emergency cost of living support, no details yet on the specifics of the funding.

Cllr Diana van der Klugt advised that with regards to the Broadband installation under the Openreach Community Fibre Partnership, that Open Reach engineers have been in the parish doing inspections ready for the work to commence. The work completion date is June 2023.

Diana had spoken to Clare Mangan (HDC's Head of Economic Development) regarding the request for funding that Parham PC submitted under the Rural Prosperity Fund for a new defibrillator, a defibrillator case and 50% of a new website cost, Clare has advised that smaller funding requests (such as Parham's) would not be successful due to the lengthy

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administration and paperwork required for each application. Diana is trying to ascertain if there is a minimum amount of funding level which would mean the application was reviewed.

Diana mentioned the Kithurst Hill car park and the public campaign to keep it open, following a lengthy discussion it was resolved that the council will write to WSCC asking if they would reconsider their decision to stop managing the car park in December 2022 – clerk to action. TH (as the current owner) declaration of interest was noted.

## **5. ADJOURNMENT TO TAKE QUESTIONS/QUERIES FROM MEMBERS OF THE PUBLIC**

None.

## **6. MATTERS ARISING FROM MINUTES**

(a) Defibrillator for the parish – already discussed under Item 4 (b) New parish council website – already discussed under Item 4, the clerk advised that she had so far been unable to find any other funding, councillors reiterated their agreement from the 27<sup>th</sup> September 2022 PC meeting that reserves could be used to fund this, several councillors mentioned regular issues getting into parish council emails.

## **7. INFORMATION ITEMS**

The clerk advised that there were parish council elections in May 2023.

## **8. FINANCIAL MATTERS & REPORT**

The Financial statement (as detailed below) for the period 28<sup>th</sup> September to 8<sup>th</sup> November 2022 was reviewed and approved by councillors and signed.

Current account balance as at 28th September 2022	3,691.60						
<b>Receipts since 28th September 2022</b>	<b>£</b>						
29/09/2022 HDC - second precept instalment	2,706.50						
	<b>2,706.50</b>						
<b>Less cheques presented or BACS payments since 28th September 2022</b>	<b>£</b>						
BACS 28/09/2022 V Spiers - clerk's salary for 01/08/22 to 30/09/2022	477.15						
BACS 28/09/2022 HMRC - clerk's PAYE for Aug and Sept 2022	103.60						
BACS 28/09/2022 SLCC membership subscription (cost shared with APC)	25.00						
BACS 28/09/2022 Amazon (reimbursed to V Spiers) - printer ink	2.63						
BACS 28/09/2022 Amazon (reimbursed to V Spiers) - printer ink	3.10						
BACS 28/09/2022 Amazon (reimbursed to V Spiers) - printer paper	7.09						
	<b>618.57</b>						
		£ 5,779.53	<b>SUB TOTAL</b>	<b>(as at 8th November 2022)</b>			
<b>Cheques issued but not presented to date:</b>							
None							
	<b>0.00</b>						
<b>Less BACS payments to be approved at this meeting and cheques to be signed:</b>	<b>£</b>						
V Spiers - clerk's salary, mileage and office expenses for 01/10/22 to 30/10/22	501.80						
HMRC - clerk's PAYE for Oct and Nov 2022	101.20						
	<b>603.00</b>						
<b>Current account balance available after all payments as above made</b>	<b>£ 5,176.53</b>						

The September and October 2022 bank reconciliations were reviewed, approved, and signed, along with the September and October 2022 bank statements. The review of budget to 30<sup>th</sup> September 2022 was noted.

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## **9. TO REVIEW THE DRAFT 2023/23 BUDGET AND PRECEPT**

The council discussed the draft budget prepared by the clerk and agreed to the proposed increased in precept, it was noted that services including litter bin emptying, insurance, audit fees and website domain costs would all be increasing in 2023.

It was also noted that the National Joint Council for Local Government Services had finalised a Sector pay increase, meaning the clerk's salary has increased from £11.50ph to £12.50ph from April 2022.

The clerk is waiting for the final tax base figures from HDC, so she can finalise the budget and precept, the increase will be around £3.94 per annum for a Band D household. The final figures will be agreed by full council at the January 2023 parish council meeting.

## **10. TO REVIEW CURRENT PLANNING APPLICATIONS**

<b>SDNP/21/06423/HOUS</b>	<b>9 Rackham Street Rackham</b> - Erection of part single and part two storey extension, reinstatement of a front porch and construction of a detached carport and store	Applicant attended PC meeting and explained plans in full. PC thought they were much approved from previous plans. Agreed no objection. <b>Decision pending with HDC.</b>
<b>SDNP/22/00079/FUL AND SDNP/22/00080/LIS</b>	<b>Parham House</b> - Conversion of disused workshop to 1 bedroom dwellinghouse (Full Application).	PPC raised no objections but asked how the dwelling would be heated and insulated. <b>Decision pending with HDC. APPLICATION NOW WITHDRAWN</b>
<b>APPEAL against HDC decision</b>	<b>Link Farm Wiggonholt</b> - Retrospective application for the continued storage of bricks.	Site visit undertaken by PPC planning committee who object to the brick storage. <b>HDC have issued enforcement notice</b> - for the bricks to be removed. Owner has Appealed against decision. Awaiting to hear if Appeal is going to be allowed.
<b>SDNP/22/01524/LDE</b>	<b>Link Farm Wiggonholt</b> - Application to confirm the continuous use of mobile home for (C3 class dwellinghouse) purposes for a period in excess of ten years (Lawful Development Certificate Existing)	PPC objected, mobile home should have been removed as per planning permission decision issued 16 years ago. <b>Application in progress with HDC</b>
<b>SDNP/22/02300/FUL</b>	<b>Link Farm Wiggonholt</b> - Retrospective application for the storage of coaches and buses	PPC have put in a strong objection. <b>Application in progress with HDC</b>
<b>SDNP/22/04014/TEL</b>	<b>The Old Cow Byre</b> - Install 1x9m wooden pole (7.2m above ground) Application submitted by BT	Appliation submitted by BT - approved by HDC
<b>SDNP/22/04806/CND</b>	<b>Link Farm, Wiggonholt</b> - Removal of Condition 2 of previously approved application SDNP/18/01502/FUL (	The owner is asking for the Condition of a Noise Assessment Survey to be removed - to be discussed at PC meeting 8/11

Following a discussion, the council agreed to object to SDNP/22/04806/CND.

## **11. TO DISCUSS THE WEALD TO WAVES PROJECT**

Moved up the agenda, see above.

## **12. TO RECEIVE AN UPDATE ON HDC'S CLIMATE CHANGE GROUP**

Postponed to the January 2023 meeting, together with an update on the Knepp 'Safari' meeting Claudia attended in July 2022.

Signed: \_\_\_\_\_ Date: 17<sup>th</sup> January 2023

**13. TO RECEIVE ANY UPDATES ON EXTERNAL MEETINGS ATTENDED BY COUNCILLORS**

None.

**14. TO NOTE THE DATE FOR 2023 MEETINGS**

Agreed as 17<sup>th</sup> January, 14<sup>th</sup> March, the 9<sup>th</sup> May is now changed to 16<sup>th</sup> May following the announcement of a further bank holiday in May, 11<sup>th</sup> July, 12<sup>th</sup> September and 14<sup>th</sup> November.

**13. TO NOTE THE DATE OF THE NEXT MEETING**

Noted as 17<sup>th</sup> January 2023, 7.30pm at The Old School Rackham.

The Chairman closed the meeting at 8.52pm.

Vicky Spiers - Clerk to Parham Parish Council  
10<sup>th</sup> November 2022

Signed: \_\_\_\_\_ Date: 17<sup>th</sup> January 2023