



Minutes of the meeting of Lynchmere Parish Council held

On Tuesday 3rd June 2014 at 8pm in Camelsdale School

A Planning Committee meeting was held at 7.30pm - Attended by: S. McCallum, E. Hackett, & C. Duckworth (See item 8).

Full Parish Council Meeting:

Present: Cllr. S. McCallum (Chairman) Cllr. S. Moore (Vice-Chairman) Cllr. S. Bennett, Cllr. A. Thornhill, , Cllr. D. Sellar. Cllr. C. Duckworth.

In attendance: Clerk – K. Bain, District Cllr. N. Graves, County Cllr. M. Brown.

1. Apologies: Cllr E. Chant Cllr. E. Hackett Cllr. D. Pappa

2. Visitors' Questions – None.

3. Code of conduct – Declarations of interests - None declared.

4. Minutes - To agree and sign the minutes of the meeting held on 6th May 2014

Approved: Proposed by A. Thornhill, seconded by S. Bennett.

The following amendments were made: Item 12: Veterans match will be on 8th June
Item 13: 'All Parishes Meeting'.

5. Matters Arising - Matters arising from the minutes - not included on the agenda

-B2131 - -Ed Dickinson has *finally* responded to the Parish Council to state that the B2131 is a tricky issue and he will be writing shortly to explain the situation. The Council agreed that once his letter has been received that they will respond; M. Brown was notified that there has been no action or response until this recent communication and the Council was very dissatisfied with WSCC over the matter.

-A. Thornhill reported that she has had no response from Fiona Baker at WSCC.

- Verges - The Clerk was also recently informed by Ed Dickinson that the 'verge cutting costs' would be sent through shortly; it was agreed that once costs are known the Council would decide whether or not to take on the management.

-Churchyard – S. McCallum & S. Moore met with officers from CDC to discuss this and the Council is awaiting a response from the CDC legal team about insurance. CDC could do the maintenance, but have stated that it might be costly and not be to the Parish Council specification.

N. Graves was thanked for arranging the meeting.

Once a response is received from CDC a letter will be drafted to send to the churchwardens.

-Camelsdale Rec barrier – The Council is still waiting for a response from Piers Taylor regarding the most suitable type of to install; Mr Harding will be asked if he would like to be kept informed on the traveller issue.

ACTION CLERK

-Pavilion – Plans for the Hambledon clubhouse were circulated as this is of a similar size to the existing pavilion; S. McCallum has met with the architect and is awaiting a quote. S. Moore has spoken with Hambledon football club who are pleased with the work on their new pavilion and have offered to show Councillors round the building; A. Thornhill will telephone the clubhouse to arrange a visit.

The Clerk confirmed that storage will be arranged shortly.

ACTION: CLERK.

5. Matters Arising contd.

-Education officer – WSCC will be asked to supply a copy of their allocation policy and Camelsdale School asked to supply a breakdown of how many children live in the Parish. After this has been received an officer from WSCC may be asked to attend a Council meeting. **ACTION CLERK.**

N. Graves noted that the school allocation policy needed revising (as the housing policy had been) to give parishioners some priority.

6. County Councillor's report

~ Improved signage is being put into place on the A286 at Cooksbridge Corner.

~ An E- petition has been launched to reduce speed on the B2131, it will run for 3 months and then the response will be assessed. The Council confirmed that it had been started by a resident, Hazel Elliot, and they were aware of and fully supported it. M. Brown stated that he would support the Parish Council.

~Broadband – he confirmed that the broadband roll out was progressing well but had no information on the timescale for Lynchmere; He will obtain this information & report back.

~ WSCC needs to save £128m over the next 4 years so among other measures, staffing is being restructured; for example 44 of the top 64 positions will go over the next few months.

~WSCC has obtained planning permission to build 86 houses on a site in Barnham, which may provide much needed revenue.

~S. Moore noted that WSCC footpaths had not completed several jobs they had agreed needed doing from last year. She thought there could be better communication and more efficient ways for their management to work with local councils.

M. Brown will speak with officers regarding this and the B2131 issue.

7. District Councillor's report

~ A large section of East Pallant House has been let out and income from the sale in Midhurst should provide much needed revenue.

~ A new planning officer has been employed for the CDC planning team.

~ The 'Think Family' project has already identified 1197 families who need assistance; 639 have been helped so far.

~ The recently employed marketing officer for CDC has been very successful in raising funds through sponsorship for a variety of facilities from roundabouts to Westgate Leisure Centre.

~The Novium has been put forward for a national award.

~ There will be a food festival in Oaklands Park on the 14/15 June.

~ N. Graves has arranged an informal meeting with a planning officer from DEC on 17th June at 6.30pm in Fernhurst Village Hall; it will essentially be for Lynchmere & Fernhurst Parish Councillors and is by invitation only. Councillors who wish to attend should respond to S. McCallum as soon as possible.

~ S. Bennett reminded Norma Graves that she was to bring some copies of the budget leaflet for the PC.

8. Planning

(i) Applications and decisions– 06/05/14-03/06/14

Applications

APP NO	PROPERTY	DETAIL	PC Comment
SDNP/13/05896/CM	9 Acre Copse	Installation of a well & associated structure including access road & soil bunds for the drilling of a vertical borehole for the exploration, testing & evaluation of hydrocarbons for a temporary period of 3 years.	Objection letter approved by Council & submitted
SDNP/14/02332/HOUS	Springhead, Marley Lane	Construction of new 2 storey rear extension following demolition of existing two-storey extension and re-roofing part of existing building of construction of new entrance porch.	Planning Committee recommend - No Objection –providing that all required listed building consent is obtained. -All Councillors present supported this.
LM/14/01251/DOM	30 Marley Combe Road	Front extension, raise soffit level at rear, roof dormer, chimney repositioned & resizing of some doors and windows.	Planning Committee recommend No Objection – All Councillors present supported this.
LM/14/01440/DOM	11 Linchmere Road	Single storey rear extensions and internal alterations	Planning Committee recommend No Objection – All Councillors present supported this.
LM/14/01072/DOM	32 Marley Combe Road	Front and rear 2 storey extension plus loft conversion	Planning Committee recommend No Objection – All Councillors present supported this.

Decisions

APP NO	PROPERTY	DETAIL	PC COMMENT/DECISION
LM/14/00851/FUL	The Mill Tavern	Proposal for single storey extension to rear and side elevations with some associated partial demolition of adjoining walls and ventilation systems associated with kitchen/cellar. Provision of additional overflow car park.	No Objection - Withdrawn
LM/14/00864/DOM	Grovers, 24 Copse Road	Creation of new first floor window to west elevation following blocking up of existing. Provision of flue.	No Objection - PERMIT
SDNP/14/01585/HOUS	Marley Manor	First floor extension over existing carport to form 2 bed annexe with access hall & staircase	No Objection - PERMIT
LM/14/00932/DOM	Silverglades , Marley Lane	Construction of first floor extension over existing ground floor. Existing flat roofs to be used as balconies. Bridge from road to new first floor entrance door	No Objection - PERMIT

(ii) Other planning matters - the Celtique application is on the list for the SDNP committee on 10th July

9. Neighbourhood Plan

S. McCallum thanked Councillors for holding their meetings with local groups; she is collating all information received.

10. Finance

(i) Bank balances 28/04/14 confirmed as: £99715.36

(ii) Approval of payments & receipts for the period - 06/05/14-03/06/14

Payments made

<u>TO</u>	<u>DETAIL</u>	<u>£</u>
<u>A Davies</u>	<u>Maintenance inv: 270</u>	<u>612</u>
<u>A Davies</u>	<u>Maintenance inv: 272</u>	<u>612</u>
<u>K Bain</u>	<u>Salary Apr 14</u>	<u>On file</u>
<u>Anvil</u>	<u>'Phone</u>	<u>17.34</u>

Payments due

<u>TO</u>	<u>DETAIL</u>	<u>£</u>
HMRC	TAX MAY 2014	234.60
Auditing solutions	Internal audit 2014	396
Sports pavilions	Feasibility study	1050
Surrey County FA	Cam Rec survey	60
Auditing solutions	Internal audit 2014	395
Southern Electric	Pavilion Jan-May 14	60.16
K Bain	Back-up data storage & expenses (Inc. May office allowance)	175.83

Receipts

<u>FROM</u>	<u>DETAIL</u>	<u>£</u>
WSCC	Allotment disabled access money	2450
Greenwood	Interment	210
Allotment rents	Various	100
StoneCrest	memorial	60
Greenwood	Burial	210
Various	Allotment renewals	97.88

It was agreed that the invoice to Sportsclubhouses would not be paid yet as the Council did not consider that the full feasibility study had been satisfactorily completed; the Clerk will write and suggest that a part payment is made; particularly the company were very slow in providing information.

A. Thornhill asked for the plans to be returned.

ACTION: CLERK

All other payments **approved: Proposed by S. Bennett, seconded by S. McCallum.**

11. Finance contd.

iii) Other financial matters

-Finance Committee minutes of 22nd May - **Approved: Proposed by S. McCallum, seconded by S. Bennett.**

-S. Bennett reported the Finance Committee minutes to full Council and noted that the Finance Committee recommended that £2000 was added to the budget to cover churchyard costs;
all Councillors present agreed with this.

-He noted that the audit report was outstanding and thanked the Clerk.

-It was noted that no response has been received from SALC regarding the statutory parts of the new financial regulations; the Committee recommended that they are not adopted in the current form.

A point increase in the Clerk's salary as proposed by Finance Committee was approved.

-A new direct debit form for the landline telephone number was signed by the signatories present.

-It was proposed and agreed that Sandie Moore and E. Hackett should be added as signatories to the NatWest account.

-A mandate to allow the Clerk online account access was signed by signatories.

The Clerk reported that the Lloyds account was nearly opened after months of chasing.

Approving of Annual Return - The Annual Return had been circulated with the agenda.

All Councillors present agreed that the Return should be signed; The Chairman signed the form.

11. Correspondence & Invitations -06/05/14-03/06/14

FROM	DETAIL	ACTION
Lynchmereans	Letter regarding Hardeman Hoyle & St. Michaels	Noted
pavilion	Costings	Noted
Frack free Fernhurst	Copy of letter sent to residents on 1/5/14	Noted
CDC	Confirmation that the Mill Tavern is confirmed on the register of community assets.	Noted
HUFC	Extension request & notification of access discussion with Cowdray	As under item 12(i)
SSE	Contract renewal letter for pavilion LX	Agreed
LCU	Update May 14	Noted
Clerks & Councils direct	May 14	Noted
River Wey Trust	Spring newsletter	Noted
WSCC	Update letter from Louise Goldsmith	Noted
C Heath	Initial response to St. Michael's letter	Noted – no further action can be taken on this at present.
Open Spaces Society	Letter re protecting greens	Noted
National Trust	Blackdown Trust	Noted
WSCC	Public consultation on draft Fire and Rescue Service proposals 2015-16	Noted - Comments by 23/8/14

Invitations

FROM	EVENT	DETAIL	ATTENDEES
CDC	Nick Boles meeting	3/7/14 pm - CDC	S. McCallum
Haslemere Vision	Weyhill Common community planning workshop	21/6/14 -17:30	TBC
WSCC	Minerals Local Plan: Engagement Event	8/7/14 13:30-16:30, in the Hall at the South Downs Centre, North Street, Midhurst.	S. McCallum, S. Moore
SDNPA	Serpent Trail launch invite	13/6/14 - 10:00 – start at station	S. Bennett.....
N GRAVES	DEC planning officer	17/6/14 – 18:30 Fernhurst village hall.	S. McCallum, S. Moore, TBC.....

12. Grounds committee

(i) Minutes of the Grounds Committee meeting on 22nd May were approved:

Proposed by A. Thornhill, seconded by S. Bennett.

A. Thornhill asked for a Henry Hoover to be ordered; the Clerk will do this.

ACTION: CLERK

(ii) Hammer Recreation Ground - HUFC has asked for an extension as they are discussing possibilities for a new access with the Cowdray Estate. The Council will write and confirm that they are expected to move to Camelsdale later this year, but that ask that the council is kept informed of the situation with Cowdray.

ACTION: CLERK

(iii) Copse Road Recreation Ground

The Clerk has received a report that fires are being lit; fires are not permitted and new more permanent signs will be purchased and put up.

ACTION: CLERK

(iv) Camelsdale Recreation Ground - car park has dried out well.

-The Clerk needs to ask CDC about a bin for the petanque area.

ACTION: CLERK

-S. Bennett reported that the Petanque pitch was proving to be a big success but that there are some weeds which need attention.

ACTION: CLERK

-The Clerk is waiting to hear from the girls who are interested in the litter picking.

ACTION: CLERK

-Verti-draining – It was suggested that this should wait for a couple of weeks in case the new sports survey did not recommend this course of action. A. Thornhill noted that annual verti-draining and sandspreading had been recommended by the Sports Council when the drains were originally laid.

As it was not done last year, she stated that it was in the budget and must be done this year as soon as the football was finished and the ground condition suitable.

ACTION: CLERK

The Clerk will try and arrange the survey in the next few weeks, but will also speak with Kestrel

-The Clerk will redraft the letter to New Road residents and circulate before delivering.

(v) Pavilion update – as per matters arising, but it was reiterated that this must be progressed as quickly as possible.

It was confirmed that the Haslewoof event to be held on 7th June had been given permission; Ann Thornhill noted that the charity name had been left off the email flyer.

(vi) Allotments – the Clerk reported that nearly all the renewals had been received and she has ordered a sign for the gate.

(vii) Burial Ground - All in good order - a Burial Ground day has been arranged for 26th June.

Memorial testing will be carried out on this day; the Clerk will put up notices to inform Parishioners.

The Clerk has ordered a new sign to go by the gate.

It was noted that the fees will increase by 5% from the end of June.

The design of the proposed memorial stone for Judge , photo on file, was approved

(viii) Other properties

-S. Moore reported that there are a couple of trees on Lynchmere Green that need inspecting; the Clerk will include them in the Parish tree survey.

ACTION: CLERK

13. Chairman's report -No further report

14. Parish Matters

D. Sellar reported that he had an interesting visit to Rats' Castle to show the occupant an article on the local D-Day events which referred to her father.

C. Duckworth asked there was any progress on requesting an enforcement officer visit to Arnolds.

ACTION: CLERK

Signed..... Date.....

