



Minutes of the meeting of Lynchmere Parish Council held

On Tuesday 1st July 2014 at 8pm in Camelsdale School

Present: Cllr E. Chant, Cllr. E. Hackett, Cllr. S. McCallum (Chairman) Cllr. D. Pappa, Cllr. A. Thornhill, Cllr. D. Sellar. 4 visitors – Hazel Elliott, Frank Denman, Mr & Mrs Hollis

In attendance: Clerk – K. Bain, District Cllr. H. Caird.

- 1. Apologies:** Cllr. S. Bennett, Cllr. S. Moore (Vice-Chairman) Cllr. C. Duckworth
County Cllr. M. Brown.

The Councillors present considered anti-dog fouling drawings by children at Camelsdale Primary School to choose 5 which should be made into new signs to put up in the Parish; this is a CDC initiative.

2. Visitors' Questions

Mr & Mrs Hollis noted that they were very pleased that the Parish Council had registered the Mill Tavern as a Community Asset and asked for clarification on the situation now that Punch Taverns were selling the freehold. It was explained that at the moment the Council were unsure exactly what was being sold and were currently in the 6 week period to notify CDC whether or not they would exercise the right to bid. If the right is exercised the Parish Council, in partnership with another community group, would then have a 6 month period to raise finance. The Council was waiting to receive more information about prospective purchasers as if the pub was being kept as a public house and this could be assured by Punch Taverns, then this would meet the reasoning for the registration. It was also noted that as English Heritage was now considering the building for listing that this might also delay or complicate the process.

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

4. Minutes - To agree and sign the minutes of the meeting held on 3rd June 2014

Approved: Proposed by A. Thornhill, seconded by D. Sellar.

The following amendment was made: Item 7: *sale of 'a building' was added into the District Councillor's report.*

- 5. Matters Arising - Matters arising from the minutes - not included on the agenda**-None.

6. County Councillor's report –None received

7. District Councillor's report

~ Noted that the response from WSCC to the Celtique application had been submitted on 25th June and contained Highways objections; a copy will be obtained for the Council records.

~Nick Boles is attending a meeting at CDC – S. McCallum confirmed that she will attend.

~ The tour of Britain is scheduled to go through the Camelsdale at 10:45am on 13th September.

~CDC will help if Parishes want to organise any local events.

7. District Councillor's report contd.

- ~ The Grange car park will be in disarray for a few weeks as the foundations need more work than expected; completion is expected by 14th July.
- ~ The Novium has won an architectural award from the IRVA.
- ~ Midhurst weekly market will be held on 4th July and the French market on the 12th July.
- ~ A few roundabouts in Chichester are unkempt as there is a new traffic regulation that only allows maintenance to be carried out if half the road is closed during work.
- ~ It was noted that Hyde has had trouble with residents as they have not been carrying out maintenance work; to alleviate this they have appointed a specific officer to oversee this work.
- ~ The Council asked H. Caird to find out about the situation with the 'listing' of the Mill.

8. Planning

(i) Applications and decisions—03/06/14-01/07/14

Application

Application –PLD – for information only

<u>APP NO</u>	<u>PROPERTY</u>	<u>DETAIL</u>
LM/14/01694/ELD -	Holmbury Marley Lane	Rear extension.

Decisions

<u>APP NO</u>	<u>PROPERTY</u>	<u>DETAIL</u>	<u>PC COMMENT/DECISION</u>
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.	No Objection/ PERMIT

(ii) Other planning matters –

It was noted that a meeting had been arranged by N. Graves for Fernhurst and Lynchmere Councillors to meet with a representative from DECC; the meeting had involved a full tour of the area as well as discussion time.

It had been a useful meeting, particularly as the officer did not seem to be aware of all the detailed information presented by the Council.

9. Neighbourhood Plan

S. McCallum noted that at present there were other more pressing issues for the Council to resolve, so the Plan was on a 'back burner'.

10. Finance

(i) Bank balances 18/06/14 confirmed as: £96159.68

(ii) Approval of payments & receipts for the period - 03/06/14- 01/07/14

Payments made

<u>TO</u>	<u>DETAIL</u>	<u>£</u>
A Davies	Maintenance inv: 278	696
K Bain	Salary May 14	On file
Anvil	'Phone	17.34

Payments due

<u>TO</u>	<u>DETAIL</u>	<u>£</u>
HMRC	TAX JUN 2014	234.60
ProTec	Patrol May 14 Inv: PSM 3826	75
CDC	Bins Mar-Jun 14	73.45
CDC	Dog warden Apr & May 14	69.33
LPC – Lloyds Account	Funds transfer to new bank account	30000
CDC	Bins Jul-Sep 14	157.30
HMRC	Tax Jul 14	234.60
K Bain	Expenses (inc. Jun-Aug office allowance)	167.84

Receipts

<u>FROM</u>	<u>DETAIL</u>	<u>£</u>
Allotment renewals	- various	75
Mr Miles	Exclusive Right renewals	420
Greenwood	Burial	420

All payments approved: Proposed by S. McCallum, seconded by E. Hackett.

It was noted that there were still bins by the allotments which needed moving.

iii) Other financial matters – It was noted that the Clerk had received paying-in books for the Lloyds bank account so assumed that the account was now open. It was agreed as above that £30,000 should be moved from Nat West to Lloyds. It was noted that there were currently 4 signatories for each account: S. McCallum, S. Bennett, D. Pappa, A. Thornhill (Finance Committee). S. Moore has completed the initial signatory paperwork for NatWest but the bank has mislaid it so this will need chasing in the autumn.

11. Correspondence - 03/06/14-01/07/14

<u>FROM</u>	<u>DETAIL</u>	<u>ACTION</u>
LCR	Summer 14	Noted
St. Michael's hall trustees	Acknowledgement of receipt of PC letter	No further action at present.
CDC	Various re St. Peter's churchyard	Discussed under item 12.
Open Spaces Society	Open Space Summer 14	Circulation
CPRE	Annual Report 13	Circulation
River Wey Trust	Information letter & CD	Circulation
CDC	Notification that Mill will be put on open market	Consideration & response by 07/08/14
HUFC	Email regarding Cowdray & remaining at Hammer Rec	Discussed under item 12.
CDC	Community Facilities Audit	SMC will complete.
Rural services network	Housing survey	Completion 25/07/14

12. Grounds committee

(i) Hammer Recreation Ground

The draft reply, which was circulated by email to HUFC reminding them of the reasons for moving was agreed and will be sent.

ACTION: CLERK

(iii) Copse Road Recreation Ground

The hedges need cutting - No other issues to report

ACTION: CLERK

(iv) Camelsdale Recreation Ground

A. Thornhill noted that she and the Clerk had just held a meeting with representatives from HTFC; arrangements for September were discussed and the club will confirm their team numbers for next season. They have now been informed that there may be a period during pavilion works when temporary accommodation will be provided. It was also agreed that training sessions will be paid for in future as well as matches.

It was noted that the parking was very chaotic and that hatched lines should be put at the bottom of the track so that access is clear for emergency vehicles.

ACTION: CLERK

-Verti-draining – the quote has been received, and once the Surrey FA pitch surveyor has visited it will be confirmed.

- No dog issues have been reported recently.

-Pavilion – A. Thornhill will sort out a couple of minor plumbing issues inside the pavilion.

(v) Pavilion update

– A. Thornhill went to look at the Hambledon pavilion.

The Clerk confirmed that all the advice received so far is for new build rather than extension or renovation.

Further to the Sportsclubhouses quote two quotes had been received; one from Owl barns for c.£120,000 which was for the same specification as the Hambledon building. A. Davies had also submitted a verbal quote for this specification which was c.£110,000.

Grant funding may need to be obtained – this will be investigated.

It was noted that the costs need to be kept to a minimum and that if such expense was to be made that the pavilion should be substantially larger with much improved facilities, otherwise the existing building could just be refurbished. It was noted that All Councillors present agreed that the project should be progressed as a matter of urgency.

ACTION: CLERK

(vi) Allotments

An inspection will be carried out before the end of July and plot holders chased as necessary; a meeting of allotment holders might be arranged for autumn.

(vii) Burial Ground -

The memorial testing was carried out on 26th June; the Clerk will try and contact the owners of memorials which were laid flat.

ACTION: CLERK

The Annual Inspection was carried out prior to the full Council Meeting; all is in good order.

-The benches in the memorial garden will be finished.

-The bench by the turning circle will be repaired.

ACTION: CLERK

-The Natural Burial Ground needs further planning.

(viii) Other properties

- E. Hackett reported that the 3 girls have confirmed that they would like to take on the litter picking around Camelsdale; she will liaise with A. Thornhill over the exact area and the Clerk will send them the necessary employment paperwork.

ACTION: CLERK

St. Michael's Hall – no further action until formal notification of intention to sell is received.

12. Grounds contd.

-Churchyard-

It seems that the churchyard is still under the PCC insurance; it is not known if this is for public liability or accidental damage.

An initial quote from the Parish Council's insurance company was in the region of £600 per annum to cover the walls. The insurance needs further discussion and clarification.

CDC are very keen to help with the churchyard but agree that it is more practical for the Parish Council to arrange the maintenance; this will entail a written partnership agreement with CDC which will be drafted by S. McCallum; this was agreed by all Councillors present. ACTION: S. MCCALLUM

It was noted that once passed over the PCC would have no further power over the maintenance.

A. Davies has verbally quoted c. £80 per cut for the churchyard but this needs confirming.

However as the ground surface is not in a good state initial work might cost more.

The Churchyard should be (as per the legislation) handed over in a 'reasonable state', but as much of the work is currently done by volunteers, there is no guarantee of what this 'reasonable state' will be. Prior to hand over a photographic record will be taken and kept on file with the detailed survey of the current state of the walls provided by Ian Russell.

13. Chairman's report -No further report

14. Parish Matters

-S. McCallum, supported by all Councillors present noted to Hazel Elliott that if she was is still interested in joining the Parish Council, she should attend the September meeting for Co-option.

-A. Thornhill noted that the Highways cutting was still disgraceful – the cutting on Camelsdale Road was not done and the saltbags were still not removed. The Clerk will ask A. Davies to do the latter and arrange an on-site meeting with Highways to discuss the former. ACTION: CLERK

-E. Hackett noted that the overhanging trees by the playground are blocking the VAS.

-E. Hackett noted that there have been 2 serious incidents involving the crossing patrol man when cars have driven straight past him when he was in the road directing children across. This will be reported and the police asked to do more speed checks.

-E. Chant noted that the sight lines turning out of School Road are difficult and this should be addressed.

NEXT MEETING – TUESDAY 2ND SEPTEMBER 2014 AT 8PM IN CAMELSDALE SCHOOL

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