

## BARCOMBE PARISH COUNCIL

### Minutes of a Meeting of Barcombe Parish Council held at the Church of St Francis of Assisi, High Street, Barcombe on Tuesday 19<sup>th</sup> May 2009 at 7.30 p.m.

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**1182. Present:** Councillors C M Arbenz, J O Cornwell, N Gant, R Hepple, N C Lear, D J Lloyd, A J MacGillivray, D Skan and R A Williams.

**1183. Election of Chairman:** On the proposition of Cllr D J Lloyd, seconded by Cllr D Skan, Cllr A J MacGillivray was elected as Chairman for the coming year .

**1184. To receive apologies for absence:** Received from Cllrs M J Austen and J C Cornwell and from County Cllr R St.Pierre and District Councillor D Mitchell and PCSO Read

**1185. Election of Vice – Chairman:** On the proposition of Cllr N C Lear, seconded by Cllr R Williams, Cllr D J Lloyd was elected as Vice – Chairman for the coming year

**1186. Confirmation and signature of the last Minutes of the Council:** The Minutes of the Meeting of the Council held on Thursday 26<sup>th</sup> March 2009 as recorded by minutes 1094 to 1109 having previously been circulated were confirmed as a true record subject to two minor changes and signed by the Chairman.

**1187. Declarations of Interest:** Cllr A J MacGillivray re minute 1189(iii) and Cllr N C Lear re minute 1199 (iii)(a)

**1188. Appointment of members to standing committees:** It was resolved that the following members would serve on the following committees:

Transport and Highways: J C Cornwell, J O Cornwell, N Gant, D Skan and R Williams

Recreation Ground: D J Lloyd, R Hepple, N Gant, C M Arbenz and M J Austen

Planning and Community Services: N C Lear, C M Arbenz, D Skan, R Williams and J O Cornwell

Finance and General Purposes: R Hepple, N C Lear, D J Lloyd and J C Cornwell

It was noted that the Chairman and Vice-Chairman are ex-officio members of all committees

**1189. Appointment of Representatives to Outside Bodies:**

**(i) Barcombe Sports Hall Management Committee:** It was resolved that Cllrs C M Arbenz, J C Cornwell and D Skan be appointed for the following year

**(ii) Barcombe Sports Council:** It was resolved that Cllrs R Hepple and D J Lloyd be appointed for the following year

**(iii) Lewes District Association of Local Councils:** It was resolved that Cllrs J O Cornwell and A J MacGillivray be appointed for the following year

**(iv) Rural Voices, Rural Choices:** It was resolved that Cllrs N Gant and N C Lear be appointed for the following year.

**(v) Barcombe New Village Hall Committee/ Village Hall Management Committee AGM:** It was resolved that Cllr N C Lear be appointed for the following year

**(vi) Barcombe Mills Society:** It was resolved that Cllr N C Lear be appointed for the following year.

**(vii) Wild About Barcombe:** It was resolved that Cllrs J O Cornwell, N Gant, N C Lear and D Skan Be appointed for the following year.

**1190. Authorisation of signatories:** It was agreed that the following councillors would be authorised to sign on the Bank accounts with HSBC Bank plc– Cllrs A J MacGillivray, D J Lloyd, R Hepple, N C Lear and J C Cornwell  
It was further agreed that any two of the above, plus the clerk, will be required for any transaction or payment to a third party.

**1191. Appointment of bankers:** It was agreed that the parish council's bank accounts should continue to be maintained with HSBC Bank plc.

**1192. Appointment of auditors:** It was agreed that Mr R Peck should continue as the parish council's internal auditor and it was noted that Mazars continue as the appointed external auditors.

**1193. Inspection of Deeds and Documents:** The deeds and documents held by the Clerk were available for inspection.

**1194. Urgent Business Pursuant to Standing Order No.16:** The Clerk was asked to write to the school to confirm the current community school governor so the representative can be invited to attend parish council meetings.

**1195. Correspondence:**

Action in rural Sussex – Heart of the Village Campaign – it was agreed the parish council would fully support this campaign and the Clerk was asked to add the parish council's name to the on-line petition

**1196. Public Question Time:** There were no questions.

**1197. Questions from Councillors:** There were none

**1198. Report from Chairman: (i) Leisure facilities:** The Chairman reported on a new initiative under the auspices of the LSP of a leisure facilities sub group. A new questionnaire about local sport and physical activity facilities is expected. He was invited to attend for the parish councils through LDALC ; the five towns each sent their own representatives. **(ii) Sustainable Communities Act:** The Chairman is sitting on an eight person panel reviewing ideas received from the public to help improve the lives of those in the local community. The final selection will go to central government via Lewes DC and the Local Government Association.

**1199. Reports of Committees:**

**(i) Transport and Highways:** : After being proposed by Cllr D J Lloyd, seconded by Cllr R Williams, the Minutes of the Meeting held on 5<sup>th</sup> May 2009 as recorded by minutes 1116 to 1127 were adopted.

**(a) Parking** – A report summarising events of the last four years had been circulated in advance by Cllr A J Mac Gillivray. It was agreed the Clerk will contact Mr P Crawford of ESCC to accept his offer of a round table meeting in June. This could be co-chaired by the parish council. In terms of local attendance it will be suggested to him that members of the public are invited and allowed to speak briefly and that a copy of Cllr MacGillivray's summary of events would be delivered to High Street residents in advance. It was agreed that in general the scheme was working well and any final version should reflect the needs of the whole community of the parish and not just those who lived in the High Street.

**(b) Strengthening Local Relationships** – A list of works suitable for ESCC's VMT had been sent by the Clerk. There more general complaints about the lack of consultation over forthcoming highways work within the parish including details of what actually is proposed, the shoddy workmanship and the lack of a coherent design strategy for repairs and improvements. As an example, Mongers Mead has been resurfaced but contractors have tarmaced around displaced kerbstones rather than fix them back in place. The Clerk was asked to write to the Director of Transport and the Environment to express the parish council's concerns. Cllr N C Lear will provide supporting photographs.

**(c) bus stops** – The Clerk has written as instructed supporting the reinstatement of request stops

**(d) Cycle races** – The clerk was asked to write to CI N Carron at Lewes police to ascertain what procedures are required by the police in advance of road cycle races

**(e) Deans Meadow car park:** It was agreed Cllr D Lloyd will approach District Councillor D Mitchell over the promised extension and improvements.

**(ii) Recreation Ground:** After being proposed by Cllr D J Lloyd, seconded by Cllr R Hepple, the Minutes of the Meeting held on 5<sup>th</sup> May 2009 as recorded by minutes 1128 to 1140 were adopted.

**(a) pavilion refurbishment:** Works based on the Stock Survey continues as funds allow and it was agreed that quotes should be obtained by Cllr Lloyd for replacing the rotten wooden cladding on the southern gable with upvc and, in principle, the sum of £2,500 should be allocated for the task.

**(b) playground:** Cllr Gant has instructed Trowers to complete the painting of the playground.

**(c) grant applications:** The parish council can apply to the current iteration of Awards For All in the summer. If the council's application to Biffaward for improving the playing surface of the Recreation Ground is unsuccessful it was agreed that an application be made to A4A for the maximum £10,000 – half would be used to replace the sanitary equipment in the toilets and half toward the pitch improvements, with the shortfall for the latter task provided by the sports clubs. The tiling of the toilets could be done in 2010/11 from parish resources.

**(d) pavilion use by Barcombe School:** a verbal request followed by an e mail had been received from the school asking to be able to use the pavilion as a contingency classroom over the two year building programme. The school were baulking at the hire charge of £7.00 per hour. The rent paid by the school, currently £750 per annum, was for use of the recreation ground and not for unlimited use of the pavilion – this was an informal arrangement that had been in place for many years.

It was agreed that the Clerk should respond as follows:

- i) the parish council were sympathetic to the problems faced by the school and would help if at all possible
- ii) commitments to existing users of the pavilion should also be considered.
- iii) could the school explain what had happened to the contingency space identified when the application for ESCC funding was made and granted.
- iv) use of the pavilion by the school will increase running costs, which are currently met by the sports clubs; in addition, caretaking is funded by the parish council – it seems inappropriate for these organisations to bear the additional costs caused by school use. If the school was short of funding to meet the hourly hire charge then this was surely a matter for ESCC as the Education Authority or even the local diocese given the Church School status.
- v) the pavilion, particularly toilets and changing facilities, are frequently used by adults, eg bowls matches, and the parish council was concerned how this would work with young children in the facility.
- vi) it would be helpful to all parties if a meeting could be arranged to discuss this issue in detail.

**(iii) Planning and Community Services:** After being proposed by Cllr C M Arbenz, seconded by Cllr R Williams, the Minutes of the Planning Application Sub Committee held on 14<sup>th</sup> April and 7<sup>th</sup> May 2009 as recorded by Minutes 1110 to 1115 and 1141 to 1146 respectively were adopted

After being proposed by Cllr N C Lear, seconded by Cllr D Skan the Minutes of the Meeting held on 7<sup>th</sup> May 2009 as recorded by Minutes 1147 to 1162 were adopted.

**(a) Affordable housing** – the Clerk has written as instructed to Lewes DC and contacted the Clerks at Ringmer, Rodmell and Newick. Replies were awaited. Hastoe has asked for suggestions for names for the new development. The Clerk was asked to put his item on the next PCS Agenda

**(b) Tree Warden** – it was agreed to support the appointment of Mr J Smith. The Clerk was asked to write to him and the other candidate advising the parish council's decision

**(c) Barcombe School development** – the formal application has been submitted and will be considered at the next Planning Applications Sub-Committee on 2<sup>nd</sup> June 2009.

**(d) Village Action Plan** – Questionnaires will be ready for despatch with Barcombe News at the end of May. Cllr Gant is organising publicity. A meeting of the Action Plan Group will be called for 2<sup>nd</sup> June at 7.30 p.m. to finalise collection arrangements.

**(e) Planning Policy** – Cllr Lear had had no further news to report.

**(f) New Village Hall:** It was reported that Janet Hughes is the new Chair; the architects have been instructed to proceed to RIBA Stage E which will allow costings to be prepared.

**(iv) Finance and General Purposes:** After being proposed by Cllr Hepple, seconded by Cllr D Lloyd the Minutes of the Meeting held on 7<sup>th</sup> May 2009 as recorded by Minutes 1163 to 1174 were adopted.

**(a) clerk's appraisal** – comments were noted and endorsed by the parish council

**1200. Annual Return and Accounts for year ended 31<sup>st</sup> March 2009:** The clerk reported that the Internal Auditor had given the accounts a clean bill of health with no adverse comments.

(i) After being proposed by Cllr R Hepple, seconded by Cllr D Skan, the Annual Accounts for the year 1<sup>st</sup> April 2008 to 31<sup>st</sup> March 2009 were approved.

(ii) It was also agreed on the proposition of Cllr R Hepple, seconded by Cllr D Skan, that the Statement of Accounts and the Governance Statement in the Annual Return for the same period should be completed as required by the Chairman and the Clerk

**1201. Accounts for Payment:**

M Wilson – Clerk's expenses - £146.72

R Peck – internal auditor - £100.00

D Lloyd – light bulbs for pavilion - £4.99

Chandlers – Barcombe mills car park aggregate - £196.65

Chubbs – pavilion fire inspection - £146.96

Lewes DC – playground inspection 2008 - £224.25

**1202. Date time and place of next meeting:** The Chairman announced the next meeting will be held on Tuesday 21st July 2009 at 7.30 p.m. in the Sports Pavilion, Barcombe

**1203. Close of meeting:** There being no further business to discuss the chairman closed the meeting at 9.40 p.m.