

PATCHING PARISH COUNCIL

MINUTES OF THE
PATCHING PARISH COUNCIL MEETING
HELD ON TUESDAY 4TH MAY 2021 at 19:00
HELD IN THE MAIN HALL AT CLAPHAM AND PATCHING VILLAGE HALL

Present: Councillors Paul Issacs; Marc Pinnell; Matt Hall; Colin Hutchinson and Richard Prior

In Attendance: Claire Fullman (Clerk); Rick Romero (RFO) and four parishioners.

Minute No <i>Year/Agenda Item/Min No</i>	MINUTE	Action
21/01/029	APOLOGIES FOR ABSENCE Apologies of absence were received from County Councillor Deborah Urquhart.	
21/02/030	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST IN ITEMS ON THE AGENDA Councillors are also required to confirm they are not in arrears with council tax. There were no declarations made.	
21/03/031	DATA PROTECTION All councillors confirmed the following: 1. That they have read and understood PPC's GDPR policies 2. That they do not hold any personal data in any manner contrary to those policies. 3. That they agree to disclose any known, potential, or perceived data breaches.	
21/04/032	APPROVAL AND SIGNING OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4TH MAY 2021 The minutes of the meeting held on 4 th May 2021 were approved as an accurate record.	
21/05/033	SIGNING OF MINUTES Due to COVID 19 restrictions, the minutes of the meeting held on 11 February 2021 were signed at this meeting.	
21/06/034	CHAIRMAN'S REPORT The Chairman's report was received with the following comments. In connection with Patching Pond, Cllr. Hutchinson reported that the caravan that was on site had been moved to a more discreet location. It was asked if South Downs National Park Authority (SDNPA) were going to prosecute and if anything was going to be replaced. Cllr. Isaacs responded and said that stop notices were issued when applicable and that the parish council informs the SDNPA of any further developments. Cllr. Isaacs also informed that Tree Preservation Orders (TPO's) have been made, if trees with a TPO had been taken down then the	

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landowners would be prosecuted.

After discussion with regards to the site, Cllr. Isaacs said that the land is private property, the SDNPA were fully engaged and the parish council and SDNPA were monitoring the situation.

2c Planning Issues

Planning application SDNP/21/04206/HOUS was received just ahead of the meeting. Members were asked if they had reviewed the application. After discussion, no objection was agreed in principle.

Cllr. Isaacs undertook to send the details to Cllr. Pinnell for him to check the Neighbourhood Plan policy position in respect of the application. **PI**

A discussion was had about The World's End and trees being taken down. Cllr. Isaac said that it could be in relation to the original planning application for staff accommodation and said the parish council could make an enquiry. **PI**

Traffic was mentioned with reference being made to Dappers Lane in Angmering. At this point the Clerk read the report submitted by West Sussex County Councillor, Deborah Urquhart (refer minute no 1/07/037). It was mentioned with the extra housing in Dappers Lane the traffic will increase. Cllr. Isaacs said that this was not a matter for the parish council, and it would need to be reported to Highways and could be reported through Operation Crackdown.

Parish and Parish Council Matters

3d West Sussex Transport Plan

Cllr. Isaacs informed all that there was little direct impact on Patching and that a response was due by 8th October 2021. Cllr. Isaacs said that there was a webinar planned for 8th September 2021 if further information was required.

Cllr Isaacs referred to correspondence received from Maureen Chaffe and for the Quiet Lanes Strategy to be considered in any response.

A parishioner present said that it would be difficult for Arundel Road to be considered as a Quiet Lane as there was more heavy traffic coming off the slip road at the sign for Patching Only.

Cllr. Pinnell said it maybe worthwhile having a conversation with Angmering with regards to the Speedwatch initiative in the absence of police resources, however, it will require parishioner involvement.

The following actions are required:

1. To investigate Speedwatch
2. To follow up with Highways and County Councillor Urquhart
3. To look at the transport plan and Quiet Lanes

PI

PI

ALL

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21/07/035 CLERK'S REPORT

There was nothing to report.

21/08/036 PUBLIC FORUM

A parishioner stated that the footpaths and bridlepaths were in a dreadful state with overgrown vegetation. Cllr. Isaacs responded saying that Public Rights of Way (PROW) will be contacted.

Another parishioner mentioned the grass verges just past the pub and overgrown vegetation encroaching on the pavements in Arundel Road.

Dog fouling problems were discussed. Cllr. Prior suggested that the signs Cllr. Hall had produced should be used again and he could put some up.

A parishioner requested some as dog fouling was a problem across fields.

Action: Cllr. Hall to provide copies of the dog fouling poster.

MH/RP

21/09/037 REPORT FROM WEST SUSSEX COUNTY COUNCILLOR

County Councillor Deborah Urquhart sent the following report:

Winter Gritting – It is usually around this time of year that WSCC approach.

The consultation of the 'Local Flood Management Risk Strategy' is about to be launched which the parish maybe interested in.

There is a lot of noise around Dappers Lane, firstly, it will not become a two-way road at the underpass; secondly, whilst it would be great if we could make it a pedestrianised under-pass only, i.e. stop northbound vehicles, it is unlikely to happen any time soon, given the legal hoops and the opposition to it; lastly, I am trying to get the police to enforce infringements but it is not hopeful.

Locations for winter grit bags were discussed with the suggestion that 1 grit bag to be placed at the bottom of France lane and another at the bend on Coldharbour Lane.

Action: Clerk to contact WSCC to establish previous provision for Patching.

CF

21/10/038 REPORT FROM ARUN DISTRICT COUNCILLOR

There was no report

21/11/039 REPORT FROM PCSO

There was no report

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21/12/040 PLANNING

This item was covered under agenda item 21/10/034 – Chairman’s Report.

21/13/041 NEIGHBOURHOOD PLAN

Cllr. Pinnell informed all that there were a number of community actions from the Neighbourhood Plan that had not been progressed. It was agreed that a Working Group was required to take this forward.

Action: Cllr. Pinnell to arrange.

MP

21/14/042 PARISH ONLINE SUBSCRIPTION

The proposal from West Sussex Association of Local Councils (WSALC) was discussed. It was agreed by all that the Parish Online System was not required by the council.

Action: Clerk to report back to WSALC

CF

21/15/043 FINANCIAL REPORT

The financial reports were received.

Rick Romero, RFO, said the budget was on track and £50.00 CIL money has been spent on the purchase on the defibrillator cabinet and has been reported to the SDNPA.

He informed all that money was being put aside for ongoing defibrillator costs and defibrillator training costs were £30 to hire the main hall.

Cllr. Isaacs asked if the cost was being split with Clapham Parish Council. Rick Romero responded saying that the attendance was unbalanced, with most attendees being Patching parishioners. Rick confirmed that putting money aside for the ongoing costs was not causing any issues with the budget and that the budget was close to prediction.

Rick Romero added that there was an outstanding expense claim of £10.50 for the defibrillator cabinet seals, which were approved at the previous meeting.

Members were informed that an invoice from J&R for website hosting was expected and that there were no cheques raised.

With regards to the precept, Rick Romero suggested that it remains the same.

The precept will be agreed at the meeting due to be held in November.

21/16/044 DEFIBRILLATOR REPORT

Rick Romero said that the training session held was a success with 21 attendees and that the main hall at Clapham and Patching Village Hall

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was an ideal venue. However, the trainer, Sally Holmes suggested that costs could be reduced by holding courses elsewhere.

Cllr. Isaacs thanked Rick Romero for arranging and thanks were expressed to Sally Holmes for delivering the training. Cllr. Isaacs informed all that the training course was conducted by volunteers who have to purchase their own equipment. Cllr. Isaacs suggested to Rick Romero that the parish make a donation and suggested £50.00,

It was **PROPOSED** by Cllr. Isaacs, **SECONDED** by Cllr. Prior and **AGREED** by **ALL** for the parish to donate £50.00 to SECAMBS Community First Responders.

Rick Romero informed all that the defibrillator was registered with the ambulance service on the website, GoodSam.

Rick Romero said that another training session is being held on 26th September 2021, 3pm- 5pm.

Action: To arrange payment of the donation

RR

Action: RR arranging further training session

RR

21/17/045 CHRISTMAS LIGHTS

Rick Romero reported that the Christmas lights were damaged last year during high winds and suggested that they were inspected earlier rather than later to ensure they were working. He said that he would need assistance and access to Oliver's Cottage was required. A cherry picker was still available for use.

After discussion, it was agreed to proceed.

Action: Arrange to inspect the Christmas lights

RR/ALL

21/18/046 DRAFT WSCC TRANSPORT PLAN

This item was covered under item 21/10/034 – Chairman's Report. All councillors were requested to look at the DRAFT WSCC Transport Plan and the Quiet Lanes Correspondence.

21/19/047 PARISH NOTICEBOARD

Cllr. Prior informed all that the quote had been revalidated and was now £546.25 plus VAT. With a contribution from the Village Society of £475.00, the balance for the parish council to pay is £71.25.

Cllr. Prior said there was a lead time of 10 weeks, and that the noticeboard would not be sign written.

It was **RESOLVED** to go ahead with the quotation.

Thanks were expressed to Cllr. Prior.

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21/20/048 PUBLICATION SCHEME

The Chairman explained to all present that a Publication Scheme is a statutory obligation under the Freedom of Information Act 2000 and includes information that the council is expected to routinely make available to the public.

It was **PROPOSED** by Cllr. Isaacs, **SECONDED** by Cllr. Pinnell and **AGREED** by **ALL** for the council to adopt the Publication Scheme as circulated.

Action: Clerk to arrange for uploading to website.

CF

21/21/049 ANY URGENT MATTERS, FOR INFORMATION PURPOSES ONLY, ARISING SINCE THE PREPARATION OF THE AGENDA

Cllr. Hutchinson mentioned that when anyone uses acronyms to bear in mind that the person reading may not know what the acronym is. He asked if that the full wording is used in correspondence and then the acronym in brackets afterwards.

It was suggested that the council consider the Queen's Platinum Jubilee in 2022 as the Queen would become the first British monarch to mark 70 years on the throne. It was suggested to contact Clapham Parish Council to see if they have anything planned.

Action: Clerk to contact Clapham Parish Council Clerk to ask if Clapham Parish Council would like to join Patching Parish Council with arranging an event.

CF

21/22/050 DATE, TIME AND LOCATION OF THE NEXT MEETING

It was agreed that the location was likely to be the Main Hall at the Clapham and Patching Village Hall on 11 November 2021 at 7pm.

Action: Clerk to contact the Clapham and Patching Village Hall to arrange.

CF

The meeting closed at 8:50pm.

Signed
Chairman

Date.....