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Minutes of the Ordinary Meeting held in the Village Hall on Tuesday 25<sup>th</sup> September 2018 at 7.30 pm

**Present:** Cllrs. G. Hill (Chairman) G. Sallows (Vice Chairman), C. Forrest, V. Bender, R. Allen, G. Hussey, R. Gatt and N. Vance-Webb  
L. Bannister (Clerk)

**1 Apologies for Absence**

Apologies were received from Cllrs. Sheridan and Saunders.

**2 Declarations of Interest**

Cllr. Gatt declared an interest in planning application DC/18/1888.

**3 Minutes of previous Meeting**

These were agreed and duly signed by Cllr. Hill.

**4 Open Forum**

*The meeting was adjourned to allow members of the public to speak.*

No members of the public were present.

*The meeting was resumed.*

**5 Planning**

DC/18/1754 Thatched Barn Cottage, Normans

**It was RESOLVED** to comment on this application as follows:-

'Rusper Parish Council does not object to this application.'

DC/18/1762 Gate Cottage, Normans

**It was RESOLVED** to comment on this application as follows:-

'Rusper Parish Council does not object to this application.'

The Clerk advised the meeting that as Cllr. Gatt has declared an interest in the following application he should leave the meeting when this is discussed.

DC/18/1888 The Frog and Nightgown, Wimland Road

**It was RESOLVED** to comment on this application as follows:-

'Rusper Parish Council does not object to this application, but would request that a free drainage surface is used and that it remains aesthetically pleasing.'

*Cllr. Hussey arrived*

#### Report on Rusper Road developments

Cllr. Bender reported that the parking on the street has stopped. The roads and pavements are still filthy as the road sweeper does not go far enough.

#### **6 Planning updates**

None.

#### **7 Reports from other authorities**

Cllr. Kitchen was unable to attend but is happy to be contacted with any queries.

#### **8 Vehicle Activated Signs**

Cllr. Allen will take a look at the suggestions made by the Clerk and made a recommendation to council at the next meeting.

The Clerk will ask the Mayday committee if they are still able to fund this.

#### **9 Grass cutting tender for 2019**

**It was RESOLVED** to offer this contract to Sussex Land Services for the next year, at an increase of £16.50 per month.

#### **10 Gardeners Green licence for 2019**

Saxon Weald want to charge £31.21 for the licence of the salt bin this year. **It was RESOLVED** not to pay this at this time.

#### **11 Quotes for new notice board**

**It was RESOLVED** to ask Sherlock and Neal if they would guarantee their repairs to the notice board.

#### **12 Hire agreement for Village Hall**

**It was RESOLVED** to approve this. This increases the cost to £15.50 per session.

#### **13 GDPR**

**It was RESOLVED** to encrypt the laptop at a cost of £120.

#### **14 Remembrance event**

Cllr. Forrest updated that plans are underway. Silhouettes have been delivered and will be attached to seats throughout the parish. It is planned that a beacon will be lit on Remembrance Sunday. This will be put up on the sports field.

Donations of around £1200 have been pledged so far.

#### **15 Proposed fracking plans**

**It was RESOLVED** to support Warnham Parish Council.

#### **16 Association of Parish Councils Aviation Group membership**

**It was RESOLVED** not to join this group.

#### **17 Sports field – Asset of Community Value application**

The application has been made. HDC will make their decision in the next 8 weeks.

#### **18 Operation Watershed update**

Work has been done on Wimland Road, The Mount and Prestwood Lane. None of the work appears to have been done according to the scopes. A meeting is planned between the Clerk, Cllr. Hussey and representatives from WSCC to resolve this.

#### **19 Neighbourhood Plan update**

Cllr. Sallows reported that the Committee is setting up the Focus Groups.

## **20 Parking in car park**

A resident has requested a permit for overnight parking in the car park. This will be considered at the next meeting.

## **21 Report from representatives**

Cllrs. Allen and Vance-Webb attended the Village Hall meeting. Their bookings manager has resigned so Cllr. Vance-Webb has taken this over. Their roof needs some work doing so they have employed a roofing consultant to provide a schedule of works. This prompted discussion about the future use of the hall. Cllr. Allen is building a new website for the hall.

Cllr. Hussey reported that new picnic tables have been ordered for the playground.

## **22 Clerk's report**

There have been two complaints about the footpath that runs from The Star to Millfields. Nobody seems to know who is responsible for this, so the Clerk will contact the brewery to see if it is them.

Nobody is able to attend the WSALC AGM on 4<sup>th</sup> October.

## **23 Annual leave for Clerk**

The Clerk requested leave for 22<sup>nd</sup> to 26<sup>th</sup> October. This was approved.

## **24 Parish News**

It was agreed to include the following:-

- An invitation to the events on Remembrance Sunday
- Advertise that new picnic tables will be put up in the playground

*Cllr. Bender left the meeting*

## **25 Finances**

Reconciled accounts & bank statements

**It was RESOLVED** to agree these and they were duly signed by Cllr. Gatt.

Interim internal audit

It was agreed not to go ahead with this.

Direct Debit payments

These were agreed as per the schedule.

Payments made since last meeting

The following payments were made since the meeting in July:-

Salary for Clerk (August) - £494.43 (as approved at July meeting and by Chairman)

Salary and expenses for litter warden - £179.22 (as approved at July meeting and by Chairman)

Fenton Timber - £617.82 (as approved by Clerk and Chairman in accordance with Financial Regulation 4.1)

Invoices to pay

**It was RESOLVED** to pay the following:

Salary for Clerk (September) - £494.43

Litter warden salary and expenses - £131.80 + £35.22 expenses = £167.02 total

HMRC for PAYE - £12.20

Expenses for Clerk - £72.82

Village Hall invoice - £30

RCOH invoice for 2<sup>nd</sup> instalment of Neighbourhood Plan - £1,980

All of these payments will be sent via bank transfer.

**26 Other business**

Cllr. Hussey reported that about 5 weeks ago there was fly tipping on Prestwood Lane. This was witnessed by a resident and evidence was passed to the Police and HDC. The Clerk will try to get an update on this from the Police, HDC and Cllr. Kitchen.

**27 Date of Next Meeting**

The next Council meeting will be held on 30<sup>th</sup> October 2018 at 7.30 pm. The next Neighbourhood Plan Committee meeting will be held on 16<sup>th</sup> October 2018 at 8 pm.

The meeting closed at 9.10 pm

LEANNE BANNISTER  
CLERK