

Minutes of the Full Council Meeting for Burstow Parish Council held on Tuesday 8 March 2022

Open Forum: Several members of the public attended. Mr Keith Howard-Smith, representing the Smallfield Sports Club spoke in support of the Clubs grant application for funding to support the creation of a 'hoggin' type path leading from the playground entrance of the plough Road recreation field to the pavilion. Mr Howard Smith explained that the club has refurbished and opened the pavilion to membership for all residents in the community. Since the pavilion has opened they realised that there is only access on foot by either walking along the unlit road, with no pavement, or by walking through the often muddy rec. With the Plough Pub being closed the only option within walking distance of Smallfield is the Smallfield club on New Road. The Sports Club wanted to offer an alternative meeting place for people who may not want to go to the club on New Road. The amount needed for the path is approximately £6,800 but they are looking at other grant/funding options and not asking the Parish Council to pay for the entire project. Mr Howard Smith invited Councillors to visit and see the new facility.

Attendance: Cllrs Wates, Locke, Bolton, Hale, Dodman, Gilbert, Herwig and Lord. Also in attendance County Councillor Steeds, Dist Cllrs Bourne, White and Gillman and the Parish Clerk

101 Apologies received and accepted from Cllr Brock, Holdsworth and Carney for reasons accepted by Council

102 DECLARATIONS OF INTEREST – All members are required to declare, at this point in the meeting or as soon as possible thereafter: any Disclosable Pecuniary Interests (DPIs) in respect of any item(s) of business being considered at the meeting and/or other interests arising under the Code of Conduct in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. **NONE**

103 Dispensations (if required) None required

104 The minutes of the Full Council meeting on Tuesday 11th January 2022 were signed as a true record of the meeting.

105 No matters arising from the minutes

106 Chairman's Announcements – Cllr Wates welcomed all to the meeting. He said that the covid-19 signature quilt evening with Dame Judi Dench unveiling the quilt was a big success. Volunteers and staff from the Centenary Hall vaccine clinic were invited as a thank you for all their work ensuring as many people received their vaccines. Dame Judi stayed for almost two hours and seemed to enjoy herself as many people looked to speak to her.

Just two days later the first of four training sessions on defibrillator training took place. The Council was so pleased to be able to offer up to 100 free spaces to anyone who was keen to learn a little more on how to use the equipment. The two fully automatic defibrillators are in place at the Centenary Hall and the village chemist. The Clerk will arrange for some signs to be made and put up around the village detailing where the nearest defib is located.

The Chairman Informed Council that he and the Clerk took part in a meeting with the Head of the Aurora School and a Smallfield resident on Monday. The resident had contacted the parish council and both county and district councillors to raise her safety concerns in the vicinity of the school due to vehicular problems. The Head explained he was acutely aware of and shared the residents' concerns and was actively looking for some solutions. Many of the school children do not live in the area and so travel by taxi to and from the school. This leads to issues with taxis being parked outside the school, reducing Redehall Road to a single lane. Motorist frustrations then lead to excessive speeding and, on occasion, mounting the pavement. The resident walks her children to school and is worried that

either her family or someone else will be injured. County Councillor Steeds has said she will try to have a road safety survey carried out as soon as possible.

Cllr Wates informed Council that a speed survey along Antlands Lane has now been commissioned but does not yet have a date when it will begin.

Two accidents took place in the main hall during a sport activity, both requiring hospital treatment. Along with the Clerk, the Chairman carried out a review. Both agreed that, short of banning sports, there were no measure the Council could introduce to prevent accidents of this nature happening. All Councillors wished the two people a speedy recovery.

Recently there have been a number of comments on social media and emails from residents to both parish and district councillors complaining that the Tandridge licencing rules for mobile catering vans restricts the number of vans to just one in any given location. This applies no matter how often the van is at the pitch. The Parish Council is working with the district with a long-term plan to amend this rule. In the meantime, the Council has been informed that, provided the Centenary Hall car park has the ability to be closed off, the pitch licencing rules will not apply. Therefore, as part of the repair/renew of the car park, the Council will install 5 retractable bollards by the entrance. A further three bollards will be installed allowing Council to 'reserve' parking spaces for visitors if needed.

Cllr Wates told Council that Dist Cllr Bourne has decided not to stand at the election in May of this year. This is due to personal reasons. The Chairman thanked Cllr Bourne for all his help to the parish during his tenure and expressed Council's regret that he is unable to continue in this role.

Standing Orders Suspended

- 107 Cllr Steeds echoed Cllr Wates comments to Cllr Bourne and said that she will miss working with him and that he has been an excellent district councillor. Cllr Steeds also said she will aim to have a road safety survey carried out on Redehall Road but is unable to give a timeline at the moment. This is due to changes brought in to the Highways department of the county council. Councillors are having great difficulty finding an officer to speak to during the departments transformation and, at present, the new system isn't very effective. Several officers are on annual leave at the same time and another has been on sick leave for two months. Cllr Steeds asked Council if they had any issues to raise with her. Cllr Herwig briefly mentioned the known issue with insufficient capacity in the waste water system.
- 108 District Cllr Gillman informed Council that he is working with County Cllr Jeremy Webster to prepare a supplementary planning document regarding infrastructure and flooding to work alongside the district planning policies. Cllr Hale and Mr John Connors from Smallfield accompanied the group on a district survey trip.
- 109 Dist Cllr White said that the Local Plan was still dragging on with no real prospect of ever being approved by a Planning Inspector. He said that all know work needs to re-start but currently no one is willing to be the person to pull the plug. The main issues with the Plan relate to infrastructure, especially junction 6 of the M25 and the Felbridge junction, and how required improvements would be funded.
- 110 Dist Cllr Bourne said that he would wait until Part 2 of the meeting to speak about the Redehall Road car park.
- 111 Update from Cllr Bolton about Speedwatch
- 112 Update from Cllr Hale regarding the Neighbourhood watch. The catalytic convertor thefts have continued, including one where an assault was carried out on a member of public when the challenged the thieves. During the storms and related power cuts the storage shed at the Centenary Hall was broken in to and tools/equipment amounting to almost £800 stolen. Police did not attend, merely giving a crime number over email. Council will claim on insurance and going forward, no tools/equipment of any value will be stored in the shed. The nursery shed was also broken in to but no toys stolen. Forced entry was attempted on the Plough Road allotment site. When this failed

mindless damage took place instead. A delivery van was stolen from Chapel Road and later recovered in Crawley, with most of the contents appearing to be still there. A number of milk thefts from doorsteps has also taken place in the village. Cllr Lord said that he had attended a SALC meeting with Sussex Police who explained they are now starting to use a new data collection system that will help identify trends and reduce crime. Sussex Police are also reviewing how certain actions and approaches achieve better outcomes in solving and preventing crime. This information is then being used in training. Cllr Gillman interjected to say the system is called 'Holmes'.

Standing Orders reinstated

- 113 Cllr Wates informed Council he had received a personal letter from the Chairman of Burstow School Governors objecting to Council reference to senior staff members presenting to Council alongside Rydon Homes about their proposal. The letter asked that Council retract the statement and in future ask the School to approve any text before it was published. The Chairman has not replied.
- 114 Council received the following minutes:
Planning 25/1 & 22/2
Finance & General Purpose 8/2
Properties & Projects 25/1 7 22/2
- 115 Council accepted the Annual Assessment of Risk and this was signed by the Chairman
- 116 Cllr Herwig updated Council on the Jubilee Working Party progress. She said that it was important that the Council begin to publicise the event and that the Clerk should have some text and posters ready by the end of the week. Notes from the last working party meeting are appended to the minutes
- 117 Cllr Wates proposed that the Staff & Recruitment sub-committee should be comprised of himself and Cllrs Bolton and Lord to review the hours and duties for Caretaker and Cleaner roles before appointing a new caretaker. Unanimously agreed by Council
- 118 Finance – Grant applications for a new path to the Sports Club. Council discussed the application in detail and at times asked additional questions to Mr Howard-Smith. Concern was expressed that a path may lead to urbanising a rural part of the parish. Cllr Bolton proposed that Council via additional funds from Contingency to Grants and award a sum of £2,000, seconded by Cllr Gilbert. Cllr Lord proposed an amendment that funds of £1,000 be voted, awarded and the Sports Club apply again next year for more funding when they can demonstrate how their fundraising is progressing. Seconded by Cllr Bolton and carried by majority. Cllr Steeds then invited Mr Howard-Smith to apply to her 'community fund' for £500. She asked the Clerk to give Mr Howard-Smith her contact details
- 119 Cllr Hale asked the Clerk to include the Neighbourhood Plan on the next agenda as the sub-committee is now working to prepare a draft document to go out for consultation.

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND; IF THE BUSINESS OF THE MEETING
RENDERS IT NECESSARY THE COUNCIL MAY BY RESOLUTION ASK MEMBERS OF THE PUBLIC AND
PRESS TO WITHDRAW.

Signed..... Dated.....

CONFIDENTIAL

120 The minutes for Tuesday 19th November 2021 were signed as a true record of the meeting

121 No matters arising

122 Redehall Road Car Park

Cllrs Steeds and Bourne remained for Part 2 of the meeting. Cllr Wates updated Council on the Redehall Car Park project.

Cllr Wates proposed that the Parish Council continue its participation with minimal action taken until the outcome of the panel hearing is known. Seconded by Cllr Gilbert and carried by majority.

There being no further business the meeting closed at 8.30pm. the next scheduled meeting is due to take place on Tuesday 10th May 2022 at 7.00pm.

Signed..... Dated.....