

EASTERGATE PARISH COUNCIL

7th April, 2016

At a Meeting held at Eastergate Parish Hall

PRESENT

(Chairman), Mrs L Ballard, Mr P Cramp, Mrs H Kilroy and Mr D Phillips

District Councillor Mr C Hughes, 1 parishioner and the councils' website co-ordinator were in attendance

Apologies were received from Mr C Allington, Mr R New, District Councillor Mr K Ballard and Mr T Eden.

PUBLIC QUESTION TIME

80. None.

MINUTES

81. **Resolved:** That the minutes of the meeting held on 3rd March 2016, having been circulated, be taken as read and approved as a correct record, and be signed by the Chairman.

COUNTY AND DISTRICT COUNCILLORS REPORT

82. None.

WEBSITE/COMMUNICATIONS

83 Members were introduced to the councils' website administrator. A demonstration of the website was provided. It was considered appropriate to encourage greater use of the site by inclusion of up to date news and forthcoming events, as well as greater transparency of the council's business. Receipts and payments could be added on a monthly basis along with the papers supporting the agenda. A significant number of photographs held by a local parishioner would be added in the near future. Concern was expressed as to the possibility of the district council reducing their commitment to providing the free facility on the Arun DC website. It would likely cost each parish council a considerable sum to provide the security currently enjoyed.

84. **Resolved:** That the administrator be authorised to seek additional time to re-arrange the website provision.

PLANNING & ENVIRONMENT

85 Members were advised of a "Horticulture Local Development Order" which ADC was consulting on. The council considered that they required more time to effectively respond to the consultation and, as a result, the matter could not be publicly debated until the next meeting which was due on the 12th May. The consultation ended on the 13th May. Members were advised of progress with regard to the NP design guide and other detailed work. Members of the working parties were consulting with a variety of sources and gathering information. Work on parking and transport had produced some good ideas and comment was made as to the untidiness of the railway car park and area. Members were advised that the Dandara call-in inquiry would take place over 4 days beginning on

the 1st November. Members were advised that applications EG/76/15/HH and EG/75/15/HH had been allowed by ADC despite objections from EPC. Two new applications were considered and, after discussion, it was felt that no objection should be made. The refurbishment of the seats were still to be undertaken and a parishioner indicated knowledge of a contractor who could assist and details would be passed to the clerk.

86. **Resolved:** That there be a request for an extension of time to respond to the Horticulture LDO

CORRESPONDENCE

87. The Clerk circulated files of correspondence and referred to the items therein. Members considered letters of thanks relating to grants that had been made. Correspondence from ADC regarding the councils' views on spending Sec. 106 monies derived from the Dandara site, should permission be granted, was considered and projects such as refurbishment of the play area equipment and provision of equipment for teenage parishioners was discussed. It was felt that a provisional response was necessary to indicate the council's intentions and a list of projects for future availability of funds should be kept.

88. **Resolved:** That the Clerk respond to ADC regarding play area improvements and provision for youth.

ANNUAL PARISH ASSEMBLY 2016

89. Members were reminded that the Assembly is to take place on the 12th May. The clerk reported that some community organisations had been approached linked to the hall. Members understood that Village Friends and the 5 Villages Minibus would be represented. Further invitations would be circulated.

PARISH HALL

90. Members were advised that the hall lights remained to be repaired and outside lights to be installed. A quotation regarding this year's frontage development was expected. Members would shortly be arranging a meeting with the surveyor to discuss necessary works and forward planning.

- 91 **Resolved:** That the Clerk arrange for the lighting work to be undertaken

SPORTSFIELD

92. Members were informed that a pile of logs from tree work remained on the sportsfield. The Clerk suggested that the transport necessary to remove the logs could not access the area until the ground had dried. It was reported that fencing on the southern boundary was being propped up from the sportsfield side. In addition, fencing was leaning over towards the footpath on the northern boundary.

93. **Resolved:** That the Clerk negotiate removal of the fence props and re-instatement or removal of the leaning fence

FINANCIAL STATEMENTS

94. The Clerk had circulated the statements for March by e-mail and at the meeting. The Clerk informed members that BT had been taking fees for the e-mail address used by the council from the Clerk despite cancellation of his home telephone line. In addition, an increase to £5 per month had been notified. Members considered the need to keep the

address for a period until a new address could be obtained and circulated to correspondents. A Hotmail account was suggested. Members considered the need to refund the costs to the Clerk of keeping the mail address. Members considered the new "living wage" for employees aged over 25. Members were advised that the council's accounts had been subject to a financial review by Mrs Ballard and Mrs Kilroy and that all was well save that two initials needed to be made on invoices and the corresponding cheque stub.

95. **Resolved 1:** That the financial statements be approved and payments be authorised.

96. **Resolved 2:** That the Clerk arrange to keep the e-mail address for a period of six months

97. **Resolved 3:** That the Clerk be refunded for the cost of the mail address since his telephone line was disconnected

RISK ASSESSMENT REVIEW

98. Members were advised that the Clerk had turned the review into a formal document which was circulated at the meeting. Members considered that they required more time to consider the document.

99. **Resolved:** That the item be placed upon the agenda for the May meeting.

WAR MEMORIAL

100. Members were advised that the item could not be discussed in the absence of the Chairman.

101. **Resolved:** That the item be placed upon the agenda for the May meeting.

REPORT OF MEETINGS OF OUTSIDE BODIES

102. Members were advised of a JDAC meeting following which the Chairman, Mr Beaton, had drafted a letter to the local MP expressing concern at the failure of the responsible parties to accept their responsibility and to act in a co-ordinated fashion to deal with these important matters.

103. **Resolved 1:** That the council's support for Mr Beaton's position, in principle, be endorsed and that the Chairman and Mr Beaton prepare a similar letter on behalf of the council

104. **Resolved 2:** That the Clerk redact the draft letter for inclusion upon the council's Website as a draft letter

MATTERS ARISING FROM THE MINUTES

105. None.

ANY OTHER BUSINESS

106. None.

OPEN FORUM

107. Members were asked whether they wished Mr Kilroy to raise the flag on St. Georges day.

108. **Resolved:** That Mr Kilroy be thanked for his kind offer, which was accepted

DATE OF NEXT MEETING

109 **Resolved:** The date of the next meeting will be 12th May 2016 at 7.30pm
The Annual Parish Assembly will take place on the 12th May 2016
at 6.30pm

Signed : Dated :