

HASSOCKS PARISH COUNCIL

Minutes of the Annual Meeting of Council held on 3 May 2016 at 7.30pm in the Parish Centre, Adastra Park, Hassocks

PRESENT:

Cllrs	Kate Bailey	Jane Baker
	Leslie Campbell	Ian Credland
	Justine Fisher	Judith Foot
	Frances Gaudencio	Peter Gibbons
	Sue Hatton	Bill Hatton
	Darryl Sinclair	Victoria Standfast

In attendance: Jo Whitcombe – Parish Clerk

ELECTION OF CHAIRMAN

Cllr Peter Gibbons proposed Ian Weir as Chairman.
Cllr Sue Hatton seconded this proposal.

16/290 RESOLVED that Ian Weir was elected as Chairman for 2016/17.

DECLARATION OF ACCEPTANCE OF OFFICE

This will be undertaken at the June 14 2016 meeting.

ELECTION OF VICE CHAIRMAN

Cllr Jane Baker proposed Sue Hatton as Vice-Chairman.
Cllr Leslie Campbell seconded this proposal.

16/291 RESOLVED that Sue Hatton was elected as Vice Chairman for 2016/17. Cllr Sue Hatton signed a declaration of acceptance of office and as the Chairman was not in attendance, chaired the meeting.

APOLOGIES

Cllr Ian Weir - Unwell
Cllr Carol Wise
Cllr Nick Owens
MSDC Cllr Gordon Marples
WSCC Cllr Andy Petch

DECLARATIONS OF INTERESTS

There were none.

APPOINTMENT OF STANDING COMMITTEES AND WORKING GROUPS**POLICY, RESOURCES AND COMMUNICATIONS**

- 16/292** **RESOLVED** that Kate Bailey, Justine Fisher, Ian Credland, Ian Weir, Sue Hatton, Judith Foot, Peter Gibbons and Frances Gaudencio be appointed to the Policy, Resources and Communications Committee.

GROUNDS AND ENVIRONMENT

- 16/293** **RESOLVED** that Kate Bailey, Leslie Campbell, Ian Weir, Peter Gibbons, Carol Wise, Jane Baker, Bill Hatton and Darryl Sinclair be appointed to the Grounds and Environment Committee.

PLANNING

- 16/294** **RESOLVED** that Nick Owens, Victoria Standfast, Leslie Campbell, Sue Hatton, Judith Foot, Carol Wise, Bill Hatton and Jane Baker be appointed to the Planning Committee.

NEIGHBOURHOOD PLAN WORKING GROUP

- 16/295** **RESOLVED** that Ian Credland, Nick Owens, Victoria Standfast, Sue Hatton, Judith Foot, Frances Gaudencio and Bill Hatton be appointed to the Neighbourhood Plan Working Group.

PARKING WORKING GROUP

- 16/296** **RESOLVED** that Ian Weir, Sue Hatton and Peter Gibbons be appointed to the Parking Working Group.

SKATEPARK SUB-COMMITTEE

- 16/297** **RESOLVED** that Peter Gibbons, Ian Weir, Leslie Campbell, Kate Bailey, Jane Baker and Darryl Sinclair be appointed to the Skatepark Sub-Committee.

TOURISM AND ECONOMIC DEVELOPMENT WORKING GROUP

- 16/298** **RESOLVED** that Frances Gaudencio, Justine Fisher, Judith Foot, Ian Weir and Darryl Sinclair be appointed to the Tourism and Economic Working Group.

- 16/299** **RESOLVED** that the Chairman and the Vice Chairman are ex-officio Members of each standing Committee.

The meeting continued as it was agreed that the appointment of chairs and vice chairs, as appropriate, would be agreed at the next meeting of each committee, sub-committee or working group.

APPOINTMENT OF TREE WARDEN

- 16/300** **RESOLVED** that David Brown is appointed Tree Warden for 2016/17 and the Clerk explore the appointment of a second Tree Warden.

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

ADASTRA HALL MANAGEMENT COMMITTEE RESOLVED that Kate Bailey and Justine Fisher share the appointment of Representative on to the Adastra Hall Management Committee and liaise with regards to the attendance of meetings.

DITCHLING LOCAL AREA TRANSPORT GROUP

- 16/301 RESOLVED** that Ian Weir be appointed as Representative on to the Ditchling Local Area Transport Group and that Victoria Standfast be appointed as a substitute on to this Group if Ian Weir cannot attend a meeting.

HASSOCKS AMMENITY ASSOCIATION

- 16/302 RESOLVED** that Peter Gibbons be appointed as Representative to the Hassocks Amenity Association.

HASSOCKS AMENITY ASSOCIATION RAIL GROUP

- 16/303 RESOLVED** that Leslie Campbell and Peter Gibbons be appointed as Representatives on to the Hassocks Amenity Association Rail Group.

HASSOCKS COMMUNITY PARTNERSHIP

- 16/304 RESOLVED** that Kate Bailey and Justine Fisher share the appointment of Representative to the Hassocks Community Partnership and liaise with regards to the attendance of meetings.

HASSOCKS TWINNING ASSOCIATION

- 16/305 RESOLVED** that Kate Bailey and Justine Fisher share the appointment of Representative to the Hassocks Twinning Association and liaise with regards to the attendance of meetings.

POLICE NEIGHBOURHOOD PANEL

- 16/306 RESOLVED** that Jane Baker be appointed as the Representative on to the Police Neighbourhood Panel and that Kate Bailey be appointed as a substitute on to this Group if Jane Baker cannot attend a meeting.

MID SUSSEX CVS

It was agreed that since the merger of the Council for Voluntary Service to the Horsham and Mid Sussex Voluntary Action Service, Hassocks Parish Council would not be represented. However Justine Fisher advised that she had joined this group, representing the Hassocks Hub, as part of her ongoing youth work.

MID SUSSEX ASSOCIATION OF PARISH COUNCILS

16/307 **RESOLVED** that Frances Gaudencio be appointed as the Representative to the Mid Sussex Association of Parish Councils.
MSDC GREEN CIRCLE STEERING GROUP

16/308 **RESOLVED** that Leslie Campbell and Victoria Standfast be appointed as Representatives to the MSDC Green Circle Steering Group.

OLDLAND MILL TRUST

16/309 **RESOLVED** that Bill Hatton be appointed as the Representative on to the Oldland Mill Trust.

WSCC SOUTH MID SUSSEX COUNTY LOCAL COMMITTEE

16/310 **RESOLVED** that Ian Weir attend the WSCC South Mid Sussex County Local Committee meetings and that Frances Gaudencio substitute if Ian Weir is unable to attend.

MSDC PARISH LIAISON MEETINGS

16/311 **RESOLVED** that Bill Hatton and Ian Weir be appointed as Representatives to attend these meetings.

DOWNLAND SCHOOL SPORTS HALL COMMITTEE

16/312 **RESOLVED** that Justine Fisher be appointed as Representative on to the Downland School Sports Hall Committee.

AIR QUALITY MANAGEMENT AREA (AQMA)

16/313 **RESOLVED** that Judith Foot and Sue Hatton be appointed as Representatives to attend these meetings.

MINUTES

To resolve that the minutes of the Council Meeting held on 12 April 2016 be taken as read, confirmed as a correct record and signed by the Chairman.

16/314 **RESOLVED** to adopt the minutes of the Council meeting held on 12 April 2016.

PUBLIC PARTICIPATION

There was none.

FINANCE

To approve the Financial Report and authorise the list of cheques issued between 1 and 28 April 2016. The Clerk advised the Group that there was no longer a separate cash book for petty cash as this had now been incorporated in to the revenue budget.

The Internal Auditor had been appointed and will be undertaking the internal audit on Friday 27 May 2016 and the end of year reports will be an agenda item for the Hassocks Parish Council meeting on 14 June 2016.

- 16/315** **RESOLVED** to approve the Financial Report and authorise two Councillors to sign the cheques as per the list presented to Council.

MINUTES

Planning Committee – 4 April 2016

- 16/316** **RESOLVED** to accept the minutes of the Planning Committee meeting held on 4 April 2016.

Neighbourhood Plan Working Group – 7 April 2016

- 16/317** **RESOLVED** to accept the minutes of the Neighbourhood Plan Working Group meeting held on the 7 April 2016.

Planning Committee – 25 April 2016

- 16/318** **RESOLVED** to accept the minutes of the Planning Committee meeting held on 25 April 2016.

Neighbourhood Plan Working Group – 26 April 2016

For noting only. This will be reported to the 14 June 2016 Hassocks Parish Council meeting.

REPORTS

Police Report

Cllr Jane Baker advised the Group that all Police Community Support Officers would be based in East Grinstead from July 2016 and would no longer serve an area, thus attending wherever they were needed. They would no longer provide Police reports or be able to attend Police Panel meetings.

A group discussion ensued where the possibility of employing a Parish Warden could be given consideration at a future meeting. This was considered previously as a joint initiative with Hustpierpoint and Sayers Common Parish Council.

- 16/319** **RESOLVED** that the Clerk would invite the Police Crime Commissioner (PCC) to a future meeting of the Council once the PCC election results were announced.

- 16/320** **RESOLVED** that a Parish Warden would be the subject of an agenda item at a future meeting of the Policy, Resource and Communications Committee.

District Councillors' Report

Not received

County Councillor's Report – Cllr Petch sent in the following report as he could not attend the meeting. He had reviewed the WSCC proposed drawings for the Hassocks and Keymer Parking and Traffic Flow Scheme. He advised that the Area Highways Manager would advise of the dates of the Public Consultation at the County Local Committee meeting held on 17 May 2016.

There would be initial drawings which the public could comment on and once collated the drawings would be revised by September for delivery in 2017. Safety Audits and financial costings would need to be looked at and Cllr Petch advised that some aspirations may not be feasible for ultimate delivery on the ground.

Rail Matters

Cllr Leslie Campbell told the Group that he and Cllr Gibbons had attended two Rail matters meetings in the last month. Hassocks Railway Station was given a new station award and both had attended a Hassocks Amenity Association Rail Group meeting on 22 April 2016. Feedback was given by Phil Hutchinson, Head of Time Table Development at Govia Thameslink Railway, on time table changes due in 2018 and the Group were also able to discuss concerns over direct services to Hassocks, late trains, the ticket office not being manned and trains not stopping at Hassocks.

Cllr Peter Gibbons advised that since January 1 2016 there had been 871 train cancellations affecting Hassocks and during the Southern Conductor disputes, 23 trains per day had been cancelled with more dispute days planned.

Youth Initiatives

Cllr Justine Fisher took the Group through her Youth Initiatives report, Agenda Item 12.5.

She advised that she had identified an available booking time in the Adastra Park Pavilion on Friday evenings between 3-6pm which could be used to provide a Youth Café/Club facility in conjunction with a Streetmate activity. Nicki Dodds from Affinity Sutton had confirmed that if it could be established that this initiative was reaching Affinity Sutton Tenants then she could fund fliers which could be distributed to young people at Downlands School and around the village.

Justine advised that Streetmate came with two qualified youth workers with their own vehicle.

Cllr Ian Credland asked for clarification of the Hassocks Hub. This was an idea started by Cllr Ian Weir who had asked Justine and Kate Bailey to look at youth initiatives. The Hassocks Hub sits under the umbrella of the Hassocks Community Partnership (HCP) as opens up more opportunity for external funding that the Parish Council could apply for. He felt that it was important that this initiative was covered by the HCP insurance and Public Liability and

Cllr Frances Gaudencio asked how this work would be measured. Cllr Justine Fisher told the Group that Streetmate also comes with its own insurance and safeguarding policies.

A discussion ensued regarding funding and Cllr Justine Fisher advised the Group that £2,500 would fund a three month trial and should the WSCC CIF application be approved then this would allow her to extend the trial to six months.

The Group agreed to remove the caveat from the recommendation that the money be agreed subject to match funding available from the WSCC Community Initiative Fund.

16/321 **RESOLVED** that £2,500 be made available from the Youth Work budget to fund a three month Streetmate Trial and,

16/322 **RESOLVED** that the Clerk be asked to write to West Sussex County Council to ascertain if funds are available to Hassocks Parish Council in compensation for the closure of the Beacon Centre that could be put towards further youth initiatives in the village.

CHAIRMAN'S REPORT

It is likely that the DRAFT REGULATION 16 PLAN would be submitted for approval on the 14 June 2016 Hassocks Parish Council meeting.

CLERK'S REPORT

Insurance

At a meeting on 12 April 2011, the Parish Council agreed a five year insurance premium cover with Zurich. The current agreement runs out 31 May 2016.

It was proposed to extend the current arrangement by one year to allow the Clerk to review the current Policy along with the Asset Management List. This time frame would allow the Clerk to research additional quotes to feed in to the autumn budgeting process.

The cost for the term of 1 June 2016 to 31 May 2017 is £4536.68 which includes a higher Insurance Premium Tax of 9.5% (set by Government). There is sufficient budget available.

16/323 **RESOLVED** that the current insurance cover with Zurich be extended for one year from 1 June 2016 to 31 May 2017 at a cost of £4536.68.

URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA

There were none.

DATE OF NEXT MEETING

June 14 2016.

The meeting closed at 8.35 pm.

Signed..... Chairman

Date.....