

## NUTHURST PARISH COUNCIL

### Clerk to the Council

Mrs Sarah Hall

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27<sup>th</sup> March 2019

Dear Councillor,

### **NUTHURST PARISH COUNCIL MEETING**

You are hereby summoned to attend a Meeting of the Parish Council that will take place on Wednesday 3<sup>rd</sup> April 2019 at St Andrews CofE Primary School, Nuthurst Street, Nuthurst, commencing at **8.00pm**

<b>Councillors:</b>	Mrs V Court (Chairman)	Mr O Hydes (OBE)
	Mrs J Assassi	Mrs J McClean
	Mrs F Boulter	Mr J Mercer
	Mrs J Chaytor	Mr T Nelson
	Mrs G Dixon (Vice Chairman)	Mr S Turner
	Mrs A Gaffney	

Members of the public are welcome to attend this meeting and speak for a maximum of two minutes about an item on the agenda, for this meeting during the Public Session.

Yours sincerely,

Mrs Sarah Hall  
Clerk to the Parish Council

### **A G E N D A**

- 1. APOLOGIES FOR ABSENCE** - to receive and approve apologies for absence from councillors.
- 2. DECLARATIONS OF INTEREST** - to receive any declarations of interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct and consider any requests for dispensations as a result.
- 3. CHAIRMANS ANNOUNCEMENTS** – to receive any announcements or items for information which the Chairman wishes to bring to the attention of the Council.  
*(NOTE: decisions cannot be made under this item it is for information only)*
- 4. APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING**- to consider for approval the [Minutes of the Full Parish Council meeting](#) held on 6<sup>th</sup> March 2019 and the [Minutes from the Extra Ordinary meeting](#) held on 13<sup>th</sup> March 2019 for confirmation and signing as a correct record.  
  
The minutes from the [Annual Parish Meeting](#) held on 13<sup>th</sup> March 2019 will be confirmed and signed as a correct record in March 2020.
- 5. COMMITTEE MINUTES / REPORTS** – to consider for adoption the minutes approved by the following Committees:

[Planning Committee](#) – 20<sup>th</sup> February 2019.

6. **CORRESPONDENCE** – to consider and note the correspondence received by the Parish Council.  
[Correspondence April 2019](#)  
 Weekly Briefing Notes – [WC 04/03/2019](#), [WC 11/03/2019](#), [WC 18/03/2019](#)
7. **DISTRICT AND COUNTY COUNCILLORS REPORTS** – to receive reports from West Sussex County Councillor Nigel Jupp and District Councillor Toni Bradnum.
8. **PUBLIC SESSION** -to receive any questions, representations or petitions from members of the Public. Once the public session is completed, members of the public are welcome to remain for the rest of the meeting but there is no further opportunity for further comment.  
 (NOTE: Members of the Public may speak for up to 2 minutes at the discretion of the Chairman)
9. **PLANNING MATTERS**
- i. **NEW APPLICATIONS** – to consider the following planning applications:
- |  |   |
|--|---|
| <a href="#">DC/19/0629</a><br>20.03.2019 | <b>Surgery 1 x Willow</b><br>Willow House, 4 The Quarries, Mannings Heath |
|--|---|
- ii. **DECISIONS OF DEVELOPMENT CONTROL COMMITTEE (NORTH)**  
[Decisions April 2019](#)
- iii. **PLANNING UPDATES**
- iv. **CROSSOVER TO FIELD BEHIND MILLERS MEAD**
10. **PARISH PLAN**
- i) To consider and update the recommendations on Improving Green Spaces in the Parish.  
 ii) To note the details of the next Parish Walk.
11. **LOCAL ASSOCIATION AND OTHER BODIES REPORTS** – to receive reports from any Councillor who has represented the Parish Council on outside organisations.  
 (NOTE: Decisions cannot be made under this item it is for information only)
12. **FINANCE** – to consider and approve the expenditure detailed in the schedule:
- i) To approve the following items of expenditure for payment: -

Cheque/Ref	Payee Name	Details	Net £	VAT £	Total £
Direct Debit	EDF Energy (January)	Unmetered Electricity Supply	189.69	9.48	199.17
S/Order	Profitable Web	Website/Email Support (Apr)	30.00		30.00
001937	S Hall (Clerk)	Expenses	197.05	0.93	197.98
001938	V Court (Chair)	Internet/Stationary	12.50		12.50
001939	WSCC	Clerks Salary February 2019 (8001360996)	1269.52		1269.52
001940	WSCC	Payroll Administraton 1 Oct 2018 – 30 March 2019 (8001362692)	37.74	7.55	45.29
001941	WSALC	WSALC & NALC Subscription 2019/20 (925)	600.85		600.85

001942	SSALC	Clerks Networking Day (12882)	90.00	18.00	108.00
001943	AirS	Village Hall Subscriptions 2019/20 (MHVH & Copsale Hall)	240.00	48.00	288.00
001944	SSE Enterprise	Repair 2 x lights Pound Lane (opp Shillings & nxt to bus stop) (867943)	209.64	41.93	251.57
S/Order	Sarah Hall	Clerks quarterly Office Allowance	87.50	0	87.50
<b>Sub Total</b>			<b>2964.49</b>	<b>125.89</b>	<b>3090.38</b>
<b>Paid Between Meetings</b>					
001936	Sarah Hall	Expenses	165.87	20.28	186.15
<b>Total</b>			<b>3130.36</b>	<b>146.17</b>	<b>3276.53</b>

To note the following receipts:

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI	Nat West	Interest February 2019	4.62		4.62
<b>Total</b>			<b>4.62</b>		<b>4.62</b>

- ii) To consider and approve the [bank reconciliation for February 2019](#)
- iii) To note the [cheques exceeding £500.00](#) from March 2019 – April 2019
- iv) To approve the transfer of £3,500.00 from the Nat West deposit into the current account.
- v) To consider the [quotation from REC Welding](#) for preparation & painting of the swings and climbing frame.

**13. MANNINGS HEATH VILLAGE GREEN**

- i) To consider and approve the monthly report of the play equipment.
- ii) To consider and approve actions relating to Village Green matters.
- iii) To consider and discuss / approve alternative treatments for the Chafer bugs.
- iv) To note the update on Cricket Club issues.
- v) To note receipt of the Cricket Clubs Public Liability Insurance Policy and Risk Assessment for the 2019 season.

**14. HIGHWAY MATTERS** – to consider and action highway issues in the Parish.

**15. ELECTIONS MAY 2019**

- i) To note Purdah commences on 26<sup>th</sup> March 2019.
- ii) To note nominations closed at 4.00pm 3<sup>rd</sup> April 2019.

**16. OPPORTUNITIES FOR PARISH COUNCILS TO SUPPORT HEALTH & WELLBEING**

- i) To note the [Mental Health Matters Seminar](#) 9<sup>th</sup> May 2019

**17. PARISH MEMORIAL TREES** – to note the update on the memorial trees.

**18. COUNCILLOR TRAINING/SEMINARS**

[Councillor Training Programme 2019/20](#)

**19. MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA**

**20. DATE OF NEXT MEETING** – to note the date of the next meeting is Wednesday 15<sup>th</sup> May 2019.

**Circulation: All Parish Councillors**

*Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as a person having given consent to being recorded (photographed, film or audio recording) at the meeting by any person present.*