

APPROVED Minutes of the Zoom Parish Council Meeting held at 7pm on Wednesday 15th July 2020

<p>Present: Cllr John McDonald (JMCD) (Chairman); Cllr Deborah Harwood (Vice Chairman; Cllr Adrian Taylor (AT); Cllr Robert Mayne (RM); Cllr Rebecca Trowell, Cllr Jane Mayhew(JM); Cllr Graham Zacharias (GZ)</p> <p>Cllr Jeremy Hunt (JH WSCC); and 7 members of the public also attended.</p>	
<p>Agenda Item 1 – Apologies for Absence – Jasper Richmond has resigned, in his absence JMCD thanked him for all his help whilst holding the post of Councillor, we fully understand that his work commitments mean he is unable to remain as a councillor. HP was unable to attend due to technology problems.</p>	
<p>Aenda Item 2 – Co-Option of New Councillors</p> <p>Tony Marshall gave his personal statement and was then co-opted as a Councillor. The decision was unanimous.</p>	
<p>Agenda Item 3 – Declaration of Interests/ Declaration of Interests/ Dispensation Requests</p> <p>To receive Declarations of Interest in respect of matters contained in this Agenda, in accordance with the provisions of the Localism Act 2011 in respect of Members an in accordance with the provisions of the Local Government Act 1972 in respect of Officers.</p> <p>To consider any Dispensation Requests received by the Clerk not previously considered.</p> <p>Regular declarations – Members Interests:</p> <p>John McDonald – Trustee and Treasurer of Singleton Playschool</p> <p>There were no further declarations of interest or dispensation requests.</p>	
<p>Agenda Item 4 - Minutes of the last Parish Council Meeting - To approve as a correct record the Minutes of the Parish Council Meeting held on 22nd January 2020 and Planning Meeting held on 26th February 2020. It was Resolved that the minutes of both meetings were agreed and signed by JMCD. The vote was unanimous.</p>	
<p>Agenda Item 5 – Chairman’s Report – JMCD thanked all Councillors and Volunteers and bakers for their tremendous effort during lockdown. There have been over 30 written thanks, many telephone calls and numerous other thank you’s.</p>	
<p>Agenda Item 6 - Administrative Complaint – Received from Sarah Harper concerning a communication about Covid-19. Complaint managed by Rodney Duggua (RD). RD introduced himself and gave a brief history of his time in government. He acknowledged that we had a comprehensive Complaints Policy. Here is a summary of his findings:</p> <ul style="list-style-type: none"> • There is a magnificent team and community effort in Singleton and Charlton in these unprecedented times; long may that continue. • I do not consider that there was any deliberate intention of the Parish Council to cause upset or offence to other business in the villages in the content of the newsletter. • On reflection, a few sentences in the newsletter saying why the Café was being mentioned and acknowledging that other business still had to open would have been helpful and lack of Gov’t guidance at the time was a rock solid fact that could have been quoted. Also, extending to those other businesses best wishes when brighter days were with us on reopening might have been considered to provide some comfort to the ‘live or die’ situation many are facing. Had this been done, I very much doubt the complaint would have been made. Singleton has a noteworthy signpost showing direction to a number of local pubs, and this seems to me to reinforce the importance of these institutions in village life! • I consider that the apology issued by the Parish Council is sufficient and should be accepted by the complainant. • There are always lessons to learn in the production of written work, but the important thing is that the strength of the local community is maintained through professional and mutual respect at all 	

<p>times especially in the current crisis. All manner of uncertainties in the coming months (and possibly beyond) will still need to be addressed and this can only be done as a joined-up team.</p> <ul style="list-style-type: none"> • I consider that this matter has been given a fair, balanced and comprehensive airing by the Parish Council and should now be closed. <p>It was agreed that JMcD would write to Sarah Harper. Maurice Pollock said that whatever the manner of the complaint itself, it should in no way distract from the outstanding effort by the Parish Council and team of volunteers. He and his wife were immensely grateful for all the support.</p>	
<p>Agenda Item 7 – County Councilor Report – Mr Jeremy Hunt, Chichester North Division, WSCC</p> <p>JH thanked everyone for everything that was done during lockdown. He suggested that an Action Plan could be put together that could be referred to if there is a spike.</p> <p>Schools Update - Helping build the confidence of parents and children ready for the September return</p> <p>Next Monday we will be reissuing the updated risk assessment to schools. This has been updated in preparation for September's return, along with some helpful local advice and guidance on curriculum planning for the new year as well as covering updated advice for supporting emotional wellbeing. Our communications team are putting together some information for parents to try and answer some of their questions and concerns. It will also give them an insight into how schools may be preparing for September. The team are hoping to include some short video clips and interviews with headteachers, teachers and possibly students on how they are preparing for September. These will aim to be no more than 3-5 minutes long and are aiming to give confidence to parents and children, about the return in September.</p> <p>School Travel Survey</p> <p>DfE guidance for full opening has suggested schools and local authorities work closely together on school transport. In order to help the County Council understand the ways parents intend to get their children to and from schools in September, we are asking all parents, including parents of year 7 pupils starting next term, to complete the short online survey linked below.</p> <p>Please note this is targeted for pupils not entitled to free travel arranged by the County Council only with a closing date of 24 July 2020.</p> <p>Home to school travel survey - West Sussex County Council - Citizen Space</p> <p>Support for cycling and walking</p> <p>The Government recently announced a financial package to support and promote cycling and walking. WSCC were allocated £3.9m to support this initiative. This will be split into two tranches; the first tranche is £784k and I am delighted to say that they DfT have approved all the schemes we put forward. This money was for pop up schemes across the county that could be implemented within four weeks. I am pleased that a scheme for a safer cycle route around Chichester, from Southgate, around the Avenue de Chartres, Orchard Street, Northgate and Oaklands way, was approved. Detailed plans are currently being drawn up and should be implemented fairly soon. Read the full story. Or go to: https://www.westsussex.gov.uk/news/green-light-for-21km-of-temporary-cycleways-in-west-sussex/</p> <p>The second tranche of money, the balance of the £3.9m, won't be paid until later in the summer and will most likely support cycling and walking schemes that we have already identified in our long-term strategy. Our Walking and Cycling Strategy can be found at: https://www.westsussex.gov.uk/media/9584/walking_cycling_strategy.pdf</p> <p>Household Waste Recycling Sites</p> <p>As from Monday 6th July most of our sites have expanded what they can take for recycling. Unfortunately, because Westhampnett was already restricted due to the current re-building programme, this expansion, including being able to access certain sites with trailers, won't apply to Westhampnett. For full details read our release online.</p> <p>So just as reminder, at Westhampnett, soil, hardcore, plasterboard, asbestos, tyres and textiles/clothes continue <u>not</u> be allowed at this time.</p> <p>Libraries</p>	

From Monday (July 6), West Sussex Library service has introduced a [‘Select and Collect’ service](#). People are now able to reserve specific titles in the usual way online or by phoning their local library. These can then be collected from the front of all 36 of our libraries without the need to enter the building. For more details click on ‘Select and Collect’ service above or go to:

<https://www.westsussex.gov.uk/news/select-and-collect-service-coming-to-a-west-sussex-library-near-you/>

Broadband

WSCC announce a Broadband boost for rural homes and businesses as they announce additional funding for the Government voucher scheme. Residents and small and medium-sized businesses in rural areas of West Sussex can now benefit from the fastest and most reliable broadband connectivity if they choose to ‘go gigabit’. For further details go to: <https://www.westsussex.gov.uk/news/broadband-boost-for-rural-homes-and-businesses-as-councils-announce-additional-funding-for-government-voucher-scheme/>
General Covid Update.

With regard to the present Covid-19 situation, I’m sure you are all fully up to date with the latest national statistics, but to update you as far as WS is concerned, a few bullet points:

There have been 2,691 recorded cases in West Sussex according to the latest data from Public Health England. An infection rate of 313.3 per 100,000 residents. These numbers now include those identified by testing in all settings. Due to this change many cases previously not attributed to any area are now included in area totals. This is not a recent surge in cases – the cases now being reported occurred from April onwards.

West Sussex County Council (WSCC) has produced a [COVID-19 Local Outbreak Control Plan](#), as required by the Government, which was published on Tuesday, 30th June 2020. This details how local, regional and national organisations and responses will work together as a system to prevent cases of the virus, where possible, in West Sussex and respond to any local outbreaks. The plan covers seven key themes: managing outbreaks in West Sussex care homes and schools, identifying and managing high risk places, locations and communities, local testing capacity - testing in Sussex, contact tracing in complex settings, data integration, supporting vulnerable people, and governance. More detail on operational delivery elements will be added to the plan as further guidance is produced nationally, and as the national Joint Biosecurity Centre becomes fully operational.

The WSCC Community Hub will continue to operate seven days a week for the foreseeable future. It is staffed from 8.00am to 8.00pm, seven days a week, with a dedicated [web page](#) and a telephone helpline: 033 022 27980. We are now moving to the next stage of support as the government end their free delivery of food and medicine to the ‘critically vulnerable group’ of people as of 1st August. Our hub staff are now contacting all those who have had this support, to make sure that they are now able to access food and medicine for themselves or have alternative means of support. If necessary, any extra support will be put in place. The staff in the hub have made in excess of 20,000 contacts. For more details go to: <https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/community-hub-covid-19/>

The national Test and Trace system launched on 28th May. For more information the Links to national guidance are: <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>
<https://www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance>

The County Council is working hard to understand the long-term financial implications of Covid 19 – which I’m sure you can imagine are going to be huge. Currently, we are predicting a slightly revised cost for this financial year, down marginally from around £77m which was our latest update, to currently around £70m. Obviously this is still a real challenge, but it is still only an educated calculation of our challenges over the year. It will also rely on how long the lockdown continues, and over what time span we come out of it. For your information we will be holding our first – virtual – full County Council meeting at 10am on Friday 17th July. We will be setting out some details of our re-set plans together with our plans on our long-term finances (Medium Term Financial Strategy) and how these have been impacted by Covid19. This meeting will be webcast as usual.

<p>Just a reminder about our dedicated webpage which covers virtually all aspects in relation to Coronavirus. It also contains many links to other websites where you can find additional information, including a link to the CDC hub. Please note, this page has a new web address and can now be found at https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/</p> <p>We are also continuing to issue our Town and Parish News, as well as regular press releases (https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, for regular updates.</p> <p><u>Just two Local Issues:</u></p> <p>I have been in correspondence with your Clerk in regard to repairing the railings at the bottom of Town Lane, possibly installing a crash barrier. I forwarded a technical response from our highways department to Vivien, basically saying that this was not a place that we would put up crash barriers. There was also the issue of cost, not only for installation, but also for ongoing maintenance/repairs. However, if the PC wished to fund these costs, then our team would be happy to discuss this with them.</p> <p>Secondly, I have continued to request that some work be done to clear the pavement between Singleton and West Dean, but sadly failed to get any emergency work done. However, I did suggest that some of the main grant for the walking and cycling strategy (see item above) could be put to good use actually making sure that the pavements we have are useable, before we go building new ones and I received the following response:</p> <p><i>Further to your earlier e mail, please accept my apology for not replying to you sooner. Although this section of footway has been on a priority list for footway siding for some considerable time, currently there is no funding for a program of work of this type available from the general highway maintenance budget. I have therefore been looking into other funding sources for this work. I am pleased to be able to inform you that I now have agreement for this work to be submitted, as part of the additional vegetation works, funding from a Covid 19 allocation from central government. Whilst I cannot guarantee that this proposal will make the final list, I am very hopeful. The proposed works would include the removal of all vegetation from the path, to return it to its full width and the cutting back of any hedges that would impede the free use of the pathway. I will let you know in due course where or not the proposal has been accepted.</i></p> <p>DH asked JH whether the WSCC Plan for a Pandemic was part of their Emergency Plan. JH reported that WSCC have a comprehensive emergency plan, but it doesn't specifically cover a pandemic. DH asked whether WSCC have to pay to replace the railing sat the bottom of Town Lane, JH reported that unless they can claim on the cars insurance this was the case. DH suggested that crash barriers would be a good idea, JH reported that there were reasons why crash barriers can't be erected and WSCC would replace like for like. PF also asked why we couldn't reduce the speed of cars coming down Town Lane to try and stop the issue of cars going through the railings. DH also raised the issue of the potholes along Kennel Hill, JH will chase the repair. JH reported that there are discussions about noisy and speeding motor bikes, he asked Katie Bourne if the monitoring of roads for road safety could be moved to this area. Philip Fathers raised the fact that Flu Injections going to be mandatory for age groups 50+ and how this would be handled. JH reported that he thought this was an NHS issue and not WSCC. Philip Maber raised the cycle route along the Centurion Way and asked if this could be supported. JM raised the footpath on Budds Hill, JH reported that this is a funding issue, even though the government has put millions into local government. He suggested that if a team of volunteers were to clear the footpaths, we could contact Balfour Beatty Community Support as they would possibly supply traffic lights to ensure the safety of volunteers. If we took this decision, he could supply contact details. TM asked if WSCC costed the work required to clear footpaths and how the priorities were selected. JH said he would ask the question about costings. He also reported that there is a published list of highway re-surfacing but not footpaths. JMcD thanked JH for all his help.</p>	
<p>Agenda Item 8 – District Councilor Report – Mr Henry Potter, Goodwood Ward</p> <p>JM reported that HP was not able to attend the meeting, his report is below, if there are any questions please email the Clerk or HP.</p>	

<p>The District Councils' Overview and Scrutiny met on Tuesday 30th June with the main purpose to review the Councils Covid 19 Recovery Plan.</p> <p>It is quite apparent that there will be significantly less resources available so a focused, balanced and affordable Plan will be required concentrating on those things where the most difference can be achieved whilst recognising the limited capacity which will be available.</p> <p>Tourism is of great importance to the economy of the District bringing in about £470 million to the area. 14% of employment in the District is in the tourism sector, equating to 6,472 full time employees. So, tourism will be strongly supported in the recovery plans. We have not heard directly from The Goodwood Companies but the impact on their events programme is colossal and this will impact on tourism locally. Previous studies commissioned by Goodwood indicate that £37million is fed directly into the local economy by the Goodwood Events. So, Visit Chichester is high on the Agenda.</p> <p>At the O&S meeting, John Ward, the Director of Finance and Corporate Services outlined the Financial impact on the Councils Budgets and in his report he recommended that £8,070,000 be released from reserves to meet the demands of the pandemic for the coming year and that We must work to achieve a balanced Budget within 5 years using this money in the intervening years. It will not be easy! But CDC is more financially secure than most other Councils. In fact, it is the fourth best performing Council in England mainly through its prudent investment in income generating property in the City and industrial estates. However there are vacant business properties across the range and this is expected to impact on the Budget if there are many more business failures in the future.</p> <p>It was also agreed to continue to support the High Street Recovery and Transformation which of course includes the Southern Gateway Project though it was suggested that the retail sector here will need addressing when the full impact on the existing shops is assessed. The Project itself shouldn't affect the Council financially, this will be borne by the chosen Developer, but the only immediate loss to the Council is the land involved which does belong to the Council, a Car Park, the Bus Depot and land in Terminus Road where the bus garaging facilities are due to go.</p> <p>The other thing I wish to mention is the importance of the Public consultation on the Interim Planning Statement which closed on the 10th July. This will be, as it suggests, an interim document to support the lack of a Reviewed Local Plan as of 25th July which is the date that the Review should have been completed and forwarded to the Planning Inspectorate for adoption. This hasn't happened due to the complex constraints of finding suitable sites for the additional 170 new homes as dictated by the revised National Planning Policy Framework which was implemented in 2019. I have asked everybody to consider responding to this consultation as every voice will count. With absolutely no improvement to the infrastructure in the District, and here I'm talking about the A27, Doctors availability, Hospital beds, Sewage handling and Treatment, the list is endless. And this is what the IPS is all about, we don't have the capacity for all this additional housing and we will not be able to maintain the 5 year supply of housing land as dictated by the Ministry for Housing.</p> <p>I regret the length of this report but we are facing uncharted waters requiring difficult decisions.</p>	
<p>Agenda Item 9 - Council Matters</p> <p>Appointment of Chairman and Vice Chairman</p> <p>Prior to this meeting an email was sent to all Councillors asking for their nominations for the above posts. The response was unanimous that the current Chairman and Vice Chairman should remain in these positions. At this meeting this was proposed by JM and seconded by GZ, the decision was unanimous.</p> <p>Policies – Approve Updated Policies</p> <p>All policies were circulated prior to the meeting, these were unanimously approved.</p> <p>Annual Audit – Approve.</p> <p>All papers were circulated before the meeting, approval was proposed by AT, seconded by DH, unanimously agreed and JMCD will sign the documents outside of the meeting.</p> <p>Business Plan & Projects – Elect Sub-Committee – JMCD</p> <p>It was agreed that all Councillors would attend a meeting on the 27th July 2020 to discuss all projects and agree a time plan and responsibilities.</p> <p>Councillor Responsibilities – JMCD</p>	

<p>It was agreed at the above meeting that all Councillor responsibilities would be discussed, agreeing what the individual responsibilities involved and Councillors assigned to each responsibility taking into account their experience knowledge and other work commitments. JMcD will email all councillors the list of current responsibilities and projects in the Business Plan prior to the meeting.</p> <p>Recruitment Campaign for 2 Councillors – JMcD/DH</p> <p>Tony Marshall has now been signed in as a Councillor and Terry Edwards has indicated that he would be interested in joining the Council. Once the current Notice of Vacancies has expired, we will be able to Co-Opt him to the Council.</p> <p>Junior Councillors – formalise this idea - DH to brief.</p> <p>DH reported that a few years ago it was agreed that two representatives from the school would represent the younger members of the parish. This didn't move forward at the time. Six young people, Tallulah Grinstead, Annie Grinstead, Amy Holding, Chloe Houlding, Katy Houlding and Edie Crawford have formed the Singleton Youth Committee and DH proposes that it would be a good idea if they were invited to attend the Parish Council meetings. AT complimented Tallulah on her input into the Youth Club and felt that she would be an outstanding non-elected member of the committee. It was proposed by AT and seconded by RM, that all agreed that Tallulah and Annie be notified of Parish Council meetings going forward.</p>	
<p>Agenda Item 10 - Village Matters – Decisions Required</p> <p>Covid-19 – Current and Future Plans DH</p> <p>DH gave a summary of what took place during the first 12 weeks of Covid-19. This was detailed in the reports that were circulated to all who had asked to receive them. It was agreed that the balance of £1,489.53 received from grants from SSE and The Sussex Crisis Fund would be held in case there was a second spike. DH pointed out that we couldn't use the list of vulnerable people created for Covid-19 as part of our Emergency Plan Vulnerable list as permission would need to be gained to add them to this list.</p> <p>Flood Action – Re classification of the River Lavant, assign responsibility.</p> <p>A discussion took place about the re-classification of the River Lavant. GZ agreed to contact the Environment Agency.</p> <p>Events – VE Day/Harvest Event – JM, discuss</p> <p>It was agreed that due to current Covid-19 restrictions that both events would unfortunately not take place this year.</p> <p>IGAS – Communication from Philip Maber – GZ</p> <p>GZ gave a summary of the current situation and the findings of Philip Maber and Philip Fathers.</p> <p>It was agreed that IGAS and The Environment Agency would be invited to the Parish Council Meeting to be held on 16th September 2020, or a Public Meeting. Gay Godfrey asked if the SDNP have the expertise to comment on these issues and are they involved in decisions, it was felt that they probably didn't have the expertise and also if WSCC Environmental Standards are monitoring the situation. JH asked if the Clerk could email him some more detailed information and he would investigate.</p> <p>Valley Youth Facilities – agree a meeting date with interested parties to discuss this provision - DH.</p> <p>Having received input from the Singleton Youth Committee, their favoured scenario would be to stop The Purple Bus and re-instate the Youth Club. AT reported that he would be happy to be involved again but would need to get a CRB check. At least one other person would be required to help run the club to make it viable. It was agreed that this would be discussed at the responsibilities meeting to be held on the 27th July 2020.</p> <p>Playground – Repairs/Covid-19 JMcD/Clerk Update</p> <p>The fence and one of the platforms for the zip wire has been repaired. The playground was re-opened on 9th July 2020. Covid notices have been displayed and the swings have been cleaned. The Clerk has also had a meeting with Playsafe in Midhurst to get a price for a new zip wire seat and end stop. These items were highlighted in the Playground Inspection issued in March this year. JMcD carried out an inspection referencing the official playground inspection, he will produce a report of his finding.</p> <p>Town Lane Railings – Update JMcD</p>	

WSSC have been supplied with the details of the car that went through the railings. They are trying to make an insurance claim to replace the fencing, however the person dealing with this is furloughed so nobody seems to know how far this has got. WSSC will only replace like for like. When asked if we could have a more robust type of fencing, this is the response that was received:

This is not a site where a more robust vehicle restraint system would be utilised. They are generally only provided to protect a structure, significant drop or when someone is at risk of drowning if they went off the carriageway, none of which apply at this location. The problem with such a system is they are designed for side impact, not head on. A head on crash can cause the system to fail and cause more damage or even injury. The fencing would therefore be replaced like for like, or as close a match as possible. Of course if Singleton Parish Council wished to upgrade the fencing in some way at their cost I am sure this is a conversation we can have. It was agreed that the Clerk will continue chasing WSSC to try and get the railings replaced.

Footpaths – Update JM

JH reported that the path from the W&D Museum and West Dean has been raised as a project for the second wave of government funding, see JH report above. It has not been confirmed as to whether this will move forward. Regarding the pavement on Budds Hill, leading from Singleton to Cucumber Farm, Elizabeth Benson was contacted, she reported that the hedges have been cut, she walked the path and felt that apart from a couple of places the footpath was passable. There is a fair amount of debris which needs clearing. The Clerk has registered a request for it to be cleared on the CDC street cleaning site, this has been acknowledged, it remains to be seen if it is cleaned. With regard to volunteers clearing the debris, several offers of help have been received, also see comments under Agenda Item 7. DH reported that there is also the Chichester Volunteers who would be willing to help, however, during the restrictions of Covid-19, it is not possible to secure their help.

Goodwood – Update on parking restrictions during Horse Racing Events

Below is the response from Goodwood:

The Racecourse Operations Manager is liaising with CDC regarding the best options for traffic management and has outlined the situation as follows:

“As we approach Qatar Goodwood Festival, and the Government guidance around COVID-19 social distancing etc begins to reduce on a daily basis, we are obviously reviewing our plans for the event on a daily basis.

An area which remains high on our agenda is the use of Trundle Hill – particularly as it has public right of ways across it. As you know, on the 14th & 15th June for our first ‘behind closed doors’ fixture we closed our car parks, pushed out strong social media messaging discouraging the public from attending. We also used security staff to reinforce the messaging, they were strongly challenged but we also had the added benefit of Government guidance that only households could be outside together or 2 people from separate households at a 2m distance. Despite this guidance we still had x30-x40 people viewing with picnics from the public right of way on both days. Following this event, we did receive complaints from the local parish council regarding the public parking on surrounding roads because we had shut our car parks.

Since June we have obviously seen a shift in Government guidance to allow larger groups permitted meet outside and as such our messaging around public using this space becomes highly challenging. The main difference is that we now feel, with Government guidance as it is, we will be creating more issues (more crowding on public right of way, more traffic etc) if we attempt close this space rather than if we open to the public and let them self-manage their own social distancing in this area. We equally can’t be seen to be actively managing this space as we are therefore condoning a ‘public event’. Having reviewed our position, we are planning to continue with strong social media messages and signage to actively discourage the use of Trundle Hill during Qatar Goodwood Festival. To reinforce this we will not

<p><i>be installing any event infrastructure such as toilets / food vans / PA to this area and we will not have a security presence. That being said in order to support our local residents and prevent any risk on the roads we would like to open and manage Car Park 11 (our overflow car park for QGF).</i></p> <p><i>We have looked at many different alternatives; closures / active management / part management but we feel the above is the safest solution under the current guidelines but we would welcome any Safety Advice Group feedback, support or guidance on this solution.</i></p> <p>Pond – agree date for pond clearance and contact volunteers JMCD thanked Jane for all her work in clearing the area surrounding the pond and green, she has been doing an amazing job. It was agreed that this would take place on the 26th September 2020, nearer the time a communication will be sent out to request volunteers. To comply with Covid restrictions, we would have a rota of no more than six people. Darren Belton has kindly agreed to leave his truck by the pond for the debris to be loaded into. The Parish Council will pay the fee for unloading.</p> <p>VE Bench – Discuss JM It was agreed that the bench would not be moved from the Cemetery as a grant has been obtained to buy a VE Day bench. It was agreed that a bench would be purchased with the grant from CDC and the Parish Council would fund the additional amount required. Price of bench is £440.37, of which £73.39 is VAT, which we can claim back. Therefore, the additional cost to the Parish Council is £116.98. It would be placed on the Glebe Field once permission has been gained from the Diocese. This would be part of the bigger plan for the Glebe Field. Once the complete plan is available the Clerk will contact them.</p> <p>Glebe Field – Discuss DH The lease for The Glebe Field has now been obtained from the Diocese and they were asked if The Parish Council could install leisure equipment for the older children and adults. Their response was that we would need to send in a detailed plan of what we would like and they implied that there wouldn't be a problem gaining approval. This project will be discussed at the meeting on the 27th July 2020.</p>	
<p>Agenda Item 11 - Finance Review of Expenditure v Budget, approval of the Accounts and Bank Reconciliations for the period ending 30th June 2020 Payments for Consideration Any other financial issues – Precept is confirmed as £17,420.00, first payment was made on the 17th April 2020. This is an increase of £9.92 per year on a Band D property. Agree how much should remain in the Savings Account, VN to give details. JMCD said that we should discuss this when we have made decisions on the projects and costed them. A discussion then took place about raising funds for the parking project. Various suggestions were made, JMCD said this discussion should be discussed at the projects meeting. Glebe Field – payment of missed rent. It was agreed to pay the £300.00 of missed rent. £100.00 is payable to The Diocese in October each year. The next payment is due is October 2020. The Parish Council are also required to insure the Glebe Field for £1,000,000. It is not clear what type of insurance is required, TM will read the lease and advise.</p>	
<p>Agenda Item 12 - Planning = See Separate Sheet The West Dean application for the pathway off of Town Lane is still ongoing.</p>	
<p>Agenda Item 13 - Public Open Forum – 15 minutes is allowed for the public to ask questions relating to this agenda or matters affecting the Parish Philip Fathers raised the issue of dangerous driving and speeding through the villages, theft, damage to property. There was a discussion about CCTV camera's. It was felt that it would be the responsibility of individual houses to erect CCTV camera's as it would not be possible for the Parish Council to do this as they do not have the authority to erect camera's on buildings. It was agreed that the Clerk would contact PCSO Lemm to check the law about erecting CCTV Camera's. It was also agreed that we would put something in the Valley Diary about CCTV Camera's. Can we get a higher police presence in the Village.</p>	

Should we consider crowd funding to help with the cost of camera's for the general public. TM reported that a residence in Charlton was almost scammed under the auspicious of selling security equipment. Charlton villagers pulled together to protect this resident and the police arrived, albeit too late. The Clerk will circulate PCSO Lemm's contact details to encourage individuals to inform him of any incidents. Maurice Pollock gave thanks for all the support during lockdown. RT suggested we add something to the website for individuals to log information on incidents and any evidence available. It was agreed to put this into the Valley Diary insert for August.	
Meeting Closed at 22.00	
Confirmed that these minutes are a true and accurate record of the meeting Signed: JOHN MCDONALD Name & Position: CHAIRMAN Date: 16 th September 2020	