MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 7^{TH} APRIL 2020 AT THE ARK AT 7:30PM.

PRESENT: Mr B Forbes (Chairman) Mrs S Hughesdon (Vice Chairman) Dr I Gibson Mrs C Jarvis Mrs T Mugridge Mr O O'Grady Mr A Palin Mrs C Steggles and 0 members of the public

Due to the Coronavirus, this meeting was held via e-mail responses to the agenda, as advised at the time by the National Association of Local Councils. Any questions asked were answered by the Clerk. Copies of the Member's e-mails and the Clerk's response e-mails will be kept with these minutes as a record of the meeting.

226 Apologies None

227 Public Participation

The Clerk, when adding the agenda to the website, requested that any Members of the public who wish to make any comments on the agenda should e-mail the Clerk. A physical meeting will not be taking place due to the current guidelines from Government on the Coronavirus outbreak. No e-mails were received. Dr Gibson asked about holding meetings via video conference. The Clerk advised that the Government only gave permission on 4th April for Councils to hold meetings via a video link which was too late for the April meeting. Council will be looking to hold video meetings in future. In addition the requirement for the Council to hold an Annual Meeting has been removed and appointments, including that of the Chairman will now run until March 2021. As previously stated for the April meeting we had to follow the advice given by the National Association.

- 228 Declarations of Personal and Disclosable Pecuniary Interests None
- 229 <u>Chairman's Announcements</u> The Chairman had a meeting with Mr Sean Cox of Cox Skips regarding the Memorial Benches. Mr Cox offered to sponsor one bench and was advised that another bench was being sponsored by Mr Stuart Beare of Tulleys Farm, this one would go on the Village Green and the other, now being sponsored by Mr Cox, would be placed in the grounds of St Leonard's Church.

The Chairman and Mr Cox discussed the existing benches on the Village Green and Mr Cox suggested that Mr O'Grady liaised with him, they could arrange to remove the three benches, have them steam cleaned, re-varnished and returned to the Village Green.

Mr O'Grady has since removed the three benches on the Village Green and will re-varnish and return them. He will also do the same with the bench on the Lower Green.

230 <u>The Minutes of the Parish Council Meeting</u> held on 3rd March 2020, as circulated, were confirmed and will be signed by the Chairman when we are able to hold a physical meeting.

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231 <u>Matters currently being pursued by the Clerk</u>

Unfortunately the Annual Parish Assembly due to be held on 19th May had to be cancelled due to Coronavirus.

Councillor E-mails - The problems incurred in the office with syncing e-mails has continued with the RFO no longer having access to the diary or the old e-mail account. Therefore, following the advice of the Council's IT Company, it has been agreed to move to the Microsoft Exchange Online Plan. This will be better supported and will not cause the problems currently being incurred. Once this work is completed, the roll out of Members' e-mails will follow.

The fencing for the allotments and the pond has been ordered from the Estate and as with everything else at the moment this is on hold.

The Lion Lane drains were reported and cleared on 9th March.

232 Planning Applications

It was RESOLVED that MSDC be informed that:

DM/20/00833 23 Withypitts

The Parish Council has no objections to this application.

DM/20/0868 Worth Abbey, Paddockhurst Road

The Parish Council has no objections to this application.

DM/20/1069 Worth Abbey, Paddockhurst Road

The Parish Council has no objections to this planning application.

This application resulted in a split decision and therefore the Chairman had the casting vote and he had no objections.

233 <u>Report on Previous Applications</u> DM/20/0354 Sopers Ride, Selsfield Road

Permission

- 234 It was RESOLVED to ratify the appointment of Mrs Leanne Bannister as Responsible Financial Officer on completion of her three month probationary period.
- 235 It was RESOLVED to admit Mrs Leanne Bannister to the West Sussex Pension Scheme with effect from 21st April 2020.
- 236 Payments due for 2020/21 It was RESOLVED that the list of payments for 2020/21 be approved.
- 237 <u>Online Banking</u> It was RESOLVED to move to online banking for all payments with immediate effect.
- 238 <u>Cluster Meeting</u> The minutes of the meeting held on 5th March, 2020, as circulated, were noted.

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- 239 <u>To Review Insurance Cover</u> It was RESOLVED that the insurance cover and items insured were adequate.
- 240 <u>Grant Application from the Citizen's Advice Centre</u> It was RESOLVED that a grant would not be provided.
- 241 <u>Grant Application from AgeUK</u> It was RESOLVED that a grant would not be provided.
- 242 <u>Policy Adoption</u> It was RESOLVED to adopt the Business Continuation Policy, as circulated with the agenda, during the Coronavirus outbreak.

243 Accounts Due for Payment

It was resolved that:

- 1. The Accounts shown on the schedule as being due for payment be paid and
- 2. The Accounts shown on the schedule as being paid since the meeting held on 3rd March 2020, be approved.

The Accounts schedule will be signed by the Chairman at a later date.

244 <u>Correspondence</u> The grass cutting that the Council pay for around the Village and at The Ark has been temporarily suspended.

Cox Skips have suspended collection of waste and recycling to focus on companies that are still working.

MSDC have suspended the Mobile Waste Collections. They will review the suspension over the coming weeks and send updates as they have them. Turners Hill's first collection for the year was planned for 7th June at The Ark and Turners Hill Park as usual.

The Gatwick Airport Consultation, mentioned in the March Minutes, has been postponed.

Mid Sussex District Council has suspended parking charges in all car parks from Monday 30th March until further notice due to the Covid-19 outbreak. The move follows an announcement by West Sussex County Council on Thursday 26th March that Social Care and NHS workers can now park free-of-charge in West Sussex County Council on street spaces. Regular parking patrols will continue to ensure public safety and the free movement of traffic, especially for the emergency services, carers and deliveries. People are strongly advised to be mindful of this and not to park on yellow lines, loading bays and clearways.

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SignedChair:	man PAGE 3
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