

**MINUTES OF THE TURNERS HILL PARISH COUNCIL MEETING HELD ON TUESDAY 7<sup>th</sup> MAY 2024 AT THE ARK**

PRESENT: Cllr B Forbes (Chairman) Cllr S Hughesdon (Vice Chairman) Cllr P Coote  
Cllr J Forbes Cllr I Gibson Cllr C Jarvis Cllr G Marsh Cllr B Theobald,  
and Mrs L Bannister (Clerk)

- 001 Election of Chairman It was RESOLVED to elect Cllr B Forbes as Chairman. Cllr Forbes signed his Declaration of Acceptance of Office.
- 002 Apologies None
- 003 Election of Vice Chairman It was RESOLVED to appoint Cllr Hughesdon as Vice Chairman.
- 004 Annual Report The report was read by the Chairman. A copy of the report will be published in the Two Villages magazine, space permitting, and on the website.
- 005 Signatories It was RESOLVED to appoint Cllrs B Forbes, Jarvis and Hughesdon. Mrs Bannister and Mrs Jim are signatories to manage the account and have use of the Council debit card.
- 006 Representatives/Roles It was RESOLVED to appoint:
- a Cllrs Gibson and Theobald to the West Sussex Association of Local Councils meeting (only the named representatives can vote at the Annual Meeting).
  - b Cllrs Gibson and Theobald to attend the Mid Sussex Association of Local Council Meetings.
  - c Cllr Hughesdon to carry out the allotment inspections in June and September.
  - d Cllr Coote to attend the CAGNE and GACC meetings, and also to receive all e-mails from the Clerk with regard to Gatwick.
  - e Cllr Jarvis to carry out the Quarterly Bank Reconciliation as prepared by the RFO.
  - f Cllrs Gibson, J Forbes and Marsh together with the Chairman to the Staff Management Committee.
  - g Cllrs Hughesdon and Jarvis together with the Chairman to the Ark Community Executive Committee. Meeting dates will be Thursdays at 10am on 25<sup>th</sup> July 2024, 10<sup>th</sup> October 2024, 16<sup>th</sup> January 2025 and 24<sup>th</sup> April 2025.
  - h Cllrs Hughesdon and Jarvis together with the Chairman to the Finance Committee. Meeting dates are Thursdays on 10<sup>th</sup> October 2024 and 24<sup>th</sup> April 2025, to follow the ACE Committee meetings. In addition, the Clerk provides a report at the end of quarter one and quarter 3.
  - i Cllrs Gibson, Hughesdon, Forbes, Marsh and Jarvis together with the Chairman to the Neighbourhood Plan Committee.
  - j Cllrs J Forbes and Marsh to the Roads and Vehicle Working Group.

- 007 Annual Subscriptions It was RESOLVED to approve the following:  
 Gatwick Area Conservation Campaign - £10  
 Communities Against Gatwick Noise and Emissions - £10  
 National Association of Local Councils £103.06  
 West Sussex Association of Local Councils £468.45
- 008 Annual Accounts It was RESOLVED to approve the accounts for the year ending 31<sup>st</sup> March 2024.
- 009 Meeting dates It was RESOLVED to set meeting dates as the first Tuesday of each month other than the January meeting which is on the second Tuesday.
- 010 Record of Attendance This was noted.

### **PARISH COUNCIL MEETING**

- 011 Declarations of Personal and Disclosable Pecuniary Interests  
 None
- 012 Public Participation  
 No members of the public were in attendance.
- 013 Chairman's Announcements  
 The Chairman reminded Councillors that the Annual Parish Assembly will be on Wednesday 22<sup>nd</sup> May. There will be presentations from the Armed Forces Veteran's Breakfast Club and Queen Victoria Hospital Governors.  
 A letter was sent to HM King Charles to wish him a speedy recovery, and a nice card was received in response.
- 014 The Minutes of the Parish Council Meeting held on 2<sup>nd</sup> April 2024 were approved, and signed by the Chairman.
- 015 Matters currently being pursued by the Clerk  
 The volunteer who manages the Speed Indicator Device needs to have a few months off so the device will be managed by the office. Cllr Marsh has offered to do this in the interim.
- 016 Planning Applications  
 None to consider.
- 017 Report on Previous Applications
- |            |  |           |
|------------|--|-----------|
| DM/24/0230 | Land to East of Balcombe Road and South of M23 | Permitted |
| DM/24/0708 | Weatheridge, East Street                       | Permitted |

- 018 Policies It was RESOLVED to approve:
- a Standing Orders.
  - b Neighbourhood Plan Committee Terms of Reference. The number of members will be increased to five.
  - c Freedom of Information Publication Scheme.
- 019 Roads and Vehicle Working Group The notes of the meeting with the Headteacher of Turners Hill C of E Primary School were accepted. Cllr B Forbes explained that members of the Working Group will be suggesting a second crossing patrol on Church Road outside the school, with a view to this being funded by the Parish Council. This will appear on a future agenda when more detail is known.
- 020 Finance Committee It was RESOLVED:
- a To approve the Minutes of the meeting held on 18<sup>th</sup> April. These were signed by the Chairman.
  - b To transfer £5,000 from general reserves into the Repairs and Renewals Fund.
  - c That petty cash is no longer used, and to transfer the balances held into the current account.
  - d To close the Christmas Lights Earmarked Reserve, transferring the balance of £331 to the VES Earmarked Reserve.
- 021 The Ark Community Executive Committee It was RESOLVED to:
- a Confirm the Minutes of the meeting held on 18<sup>th</sup> April. These were signed by the Chairman.
  - b Approve the quote of £1,080 from Roman Heating to replace a section of copper pipework which is showing signs of leakage.
- 022 Grants It was RESOLVED to award:
- a £350 to Kent Surrey Sussex Air Ambulance Charity.
  - b £200 to Wellness Group.
- 023 Action Plan It was RESOLVED to approve this.
- 024 2024 Investment Strategy for the West Sussex Pension Fund No comments will be made.
- 025 Electricity at The Ark It was RESOLVED to give the Clerk delegated authority to enter a contract with the best value supplier. The preferred deal was the 3-year plan with EDF Energy.
- 026 Insurance It was RESOLVED to enter a 3-year agreement with Zurich at a cost of £1,241.01.
- 027 MSALC The notes of the MSALC meeting held on 18<sup>th</sup> April and attended by Cllr Gibson were accepted.

028 Accounts Due for Payment It was RESOLVED that:

- a The Accounts shown on the schedule as being due for payment be paid;
- b The Accounts shown on the schedule as being paid since the meeting held on 2<sup>nd</sup> April, be approved; and
- c The Accounts schedule be duly signed.

029 Correspondence

The B2028 from Lindfield to Turners Hill will be surveyed for Ash Dieback in summer.

The next Beat Surgery will be held on Wednesday 29<sup>th</sup> May from 7pm to 8pm in the entrance lobby at The Ark.

Meeting closed at 8.25 pm

Signed .....Chairman

4<sup>th</sup> June 2024