

BADGER FARM PARISH COUNCIL
Full Meeting of the Council held in the Bushfield Room,
Badger Farm Community Centre
at 7:30pm on Monday 10th July, 2017
MINUTES

Council Members Present:

Cllr John Godbold (Chair)	Cllr Fenella Jarvis Cllr Julie Lacey	Cllr Heather Nicolson Cllr Kia Pope
Cllr Rhian Dolby (Vice Chair)		

In Attendance: HCC & WCC Cllrs Jan Warwick & Brian Laming, Lorraine Wheeler, Locum Clerk and minute taker for this meeting and 1 member of the public.

Item		Action
1411	Apologies: WCC Cllr Eleanor Bell	
1412	Declaration of Interests: None	
1413	<p>To Approve the Minutes of the Meeting held on 21st June 2017 To Receive and Approve the Minutes of the Full Council Meeting held on 21st June 2017. PROPOSED: Proposed by Cllr Rhian Dolby and seconded by Cllr Julie Lacey. RESOLVED: All Members present agreed and that the minutes were approved as a true and accurate record of the above meeting.</p>	

1414	<p>a) To Consider the Waiver of Financial Regulation 11.1d (due to the specific circumstances at b) below. The specific circumstances being that the new play equipment is currently being installed at Central Play Area by Vita Play who are on site and able to remove the fire damaged equipment and to quote and install a new piece of equipment before they finish and sign off the site inspection.</p> <p>PROPOSED: Proposed by Cllr Rian Dolby and seconded by Cllr Kia Pope.</p> <p>RESOLVED: All Members present agreed and the Financial Regulation 11.1d was duly waived.</p> <p>b) To Approve the Repair/Replacement of a vandalised play unit on the Central Play Area at a cost of £9000.00 as Vita Play are currently installing new equipment. Cllr Godbold advised that Vita Play have provided a quotation for a new piece of equipment similar to the damaged unit, which is beyond economic repair, at a cost of approximately £9000 - £9500. The Locum Clerk provided a budget forecast for the coming year attached at Appendix A which justified that the additional expenditure could be accommodated, whilst still retaining a contingency fund of half the value of the precept. In addition there will be some income from an Insurance claim to offset against this expenditure, although it is not yet known how much the Insurer will offer.</p> <p>PROPOSED: Proposed by Cllr Julie Lacey and seconded by Cllr Heather Nicholson.</p> <p>RESOLVED: All Members present agreed to the expenditure and Cllr John Godbold will action with Vita Play and the Insurers.</p>	JG
1415	<p>To Approve the budget for the purchase of a laptop/software, mobile telephone for new Clerk at a cost of £1000.00. Cllr John Godbold advised that the old laptop was now beyond economic repair and that recent previous Clerks had been using their own personal equipment. For the efficient running of the Council, the Locum Clerk explained that a dedicated laptop is required to run programmes such as HMRC RTI and that possibly a printer and dedicated mobile phone/number should also be considered. Cllr Godbold had researched prices and advised the following: Laptop circa £700.00 Printer circa £200.00 (NB BL advised that BFCA has unused printer) Phone circa £100.00 (possibly over monthly instalments)</p> <p>PROPOSED: Proposed by Cllr Rhian Dolby and seconded by Cllr Heather Nicholson.</p> <p>RESOLVED: All Members present agreed to the purchase and Cllr Julie Lacey offered to oversee and action.</p>	JL

1419	<p>To Receive Reports & Recommendations from Working Parties:</p> <p>a WCC Cllr Jan Warwick advised that a City Councillor's report had been sent via email, however she made Members aware of the following:</p> <ul style="list-style-type: none"> • The bus station had closed today for two months for an overhaul. Asbestos had been found in the washing shed. An archaeological dig would also be taking place on the site. Bus stops are temporarily located outside the Guildhall. • There is a Gypsy and Traveller Site Consultation to which Parishes are required to respond. • Gypsies and Travellers on the Park & Ride site have been served with an eviction notice and should be gone on Tuesday. Some welfare issues had been found with children being left unattended. <p>Cllr Brian Laming reported on the following:</p> <ul style="list-style-type: none"> • The Elder Close post box had been stolen after building work was completed and the Post Office have advised him they will not be replacing it. BL advised that residents and the Parish Council should write a letter of complaint to the Post Office. <p>b HCC Cllr Jan Warwick advised that a County Councillor's report had been sent via email, however she reported on the following:</p> <ul style="list-style-type: none"> • There is a budget shortfall of £140 million in the County's budget and that Parishes should respond to the consultation. • There is a transport study for the town centre as poor air quality is a major issue. Electric blue car parking only is being considered as one option for the town centre, with other cars parking being located outside. • Consultation is ongoing for moving the leisure centre to bar End. This will alter the landscape scene entering the town. <p>c Planning Cllr Godbold advised:</p> <ul style="list-style-type: none"> • He had responded to the Sainsbury's application as agreed at the last meeting on 21st June. • 46 Harrow Down say they are applying for planning permission, however the EDMO has commenced. • 58 Harrow Down have applied for a 2 storey side extension which Cllr Fenella Jarvis will consider and report back to Members. <p>d Community Centre Lease Compliance WCC Cllr Brian Laming invited all to attend the Community Centre AGM on 26th July and advised that there will be 'portable toilets' in place in Sainsbury's car park whilst the maintenance work is carried out on the toilets. Outside lights are also being installed as part of the maintenance works.</p>	<p>LW</p> <p>FJ</p>
------	--	---------------------

	<p>e Open Spaces</p> <ul style="list-style-type: none"> • Cllr John Godbold advised that some of the grass verges are still being missed, the work is very poor standard. HCC Officers need to enforce the contract before it is renewed for 2 years. Cllr Brian Laming will report. • Cllr Rhian Dolby said there appeared to be more litter than usual. • A Member of the public reported that a large overhanging branch on the footpath off of Ridgeway looked dangerous. Cllr Brian Laming will report to HCC. • Cllr Heather Nicholson reported a burnt out motorcycle on the Army Camp land. She was asked to report this to the Police. <p>f Play Equipment – Reports</p> <p>Cllr John Godbold reported that the Inspection reports were received last week and with the exception of the burnt out piece of equipment, all is fine.</p> <p>The new play equipment, all Members agreed, is very good. The surface is finished and under the swings, there is repairable rubber. The remainder of the equipment should be installed tomorrow and the safety inspections are to take place on Wednesday or Thursday of this week. MP Steve Brine has agreed to open the play area and we will need to inform the Press.</p> <p>Cllr Julie Lacey reported that there had been some verbal abuse on the Council’s Facebook page re the refusal for the use of the Zip Wire for stunts, however this appears to have been removed by Facebook.</p> <p>g Transport</p> <p>No transport representative in place as yet (perhaps a new Member will take this position when appointed), however the closure of the bus station will be put on the Council’s Facebook Page.</p> <p>h Communications</p> <p>Cllr Fenella Jarvis requested that we do keep the Notice Board and News Letter up to date with information for the older generation and those not online. Cllr Rhian Dolby to action.</p> <p>Cllr Julie Lacey advised that the Council’s website is now up and running and it was requested that a notice advising that ‘this site is still under progress’ be put on the home page. JL advised that she is happy to undertake the updates on the site but will need some training. JL to investigate charges. JL requested the Clerk to minute the new email addresses for Members, listed on the site as follows:</p> <p>clerk@badgerfarmparishcouncil.gov.uk chair@badgerfarmparishcouncil.gov.uk heather@badgerfarmparishcouncil.gov.uk julie@badgerfarmparishcouncil.gov.uk kia@badgerfarmparishcouncil.gov.uk Fenella@badgerfarmparishcouncil.gov.uk</p>	<p>BL</p> <p>BL</p> <p>HN</p> <p>RD</p> <p>JL</p>
--	--	--

	<p>rhian@badgerfarmparishcouncil.gov.uk</p> <p>i. Parish Lengthsman – To Sign the Contract with Lead Parish All Members present agreed and the Contract was duly signed by the Chair of the Council. A copy will be retained in the Council’s files and Cllr Julie Lacey will return a copy to the Lead Parish – Crawley Parish Council.</p> <p>j. White Shute Ridge It had been discovered that some known objectors to the fence have said that they will remove the fence as soon as it is erected. Any vandalism will be reported immediately to HCC. Cllr Brian Laming reported that WCC have arranged a Bat Walk on 31st August on the Ridge for approximately 20 people. Members to contact Sue Croker if interested.</p> <p>k. Notice Board Rep Cllr Rhian Dolby has now taken over as the Notice Board Rep and will keep them updated. The broken glass has been repaired at a cost of £150.52.</p> <p>l. Newsletter Rep Cllr Rhian Dolby will be submitting her report shortly.</p> <p>m. Police Cllr Brian Laming advised that there have been unofficial reports of a white van dealing drugs outside of a property which is let. The Police require the registration number and official reports to be made to them before they can investigate. If anyone knows who the landlord of the property is, that may be a useful avenue to follow.</p>	<p>JL</p> <p>RD</p> <p>RD</p>
--	---	--

1420	Correspondence: None	
1421	Finance Report a. Accounts to be Paid as Listed PROPOSED: It was proposed by Cllr John Godbold and seconded by Cllr Rhian Dolby that the payments listed at Appendix C be approved. RESOLVED: All Members present agreed and the Locum Clerk will administrate.	LW
1422	Councillor's Question's Cllr John Godbold advised that he will be standing down from the Chair at the next meeting and handing over to Cllr Rhian Dolby. All Members thanked him for his hard work and commitment. He also advised that Electoral Services had been advised and a notice placed on the board regarding the two current vacancies. Cllr Kia Pope advised this was his last meeting as he is moving away. All Members wished him well and thanked him for his hard work and input to the website. The Clerk requested a signed letter of resignation. Cllr Rhian Dolby advised there had been some interest in the Clerk's position which has been advertised. One applicant was here tonight and interviews will be held following the closing date of the 17 th July. It is hoped a new Clerk will be in place over the summer.	KP RD/JG
1423	Date of the Next Meeting The next meeting will be held on Monday 11 th September 2017.	
1424	Close of Meeting There being no further business, the Chairman closed the meeting at 9.20pm.	

Signed.....

Chairman.....

Dated.....