

# NUTHURST PARISH COUNCIL

**Minutes of the Parish Council meeting held on Wednesday 17<sup>th</sup> May 2023,  
at Mannings Heath Village Hall, commencing at 7.30pm.**

**PRESENT:** Cllr N Bryant (Chair), Cllr W Ingram, Cllr C Kenny & Cllr W de Lisle Bayley

**ALSO IN ATTENDANCE:** Beccy Anderson Parish Clerk and 20 members of the public.

**206-23/24 ELECTION OF CHAIR**

Cllr Bryant was nominated and seconded to be **elected** Chair of the Parish Council, signing an acceptance of the office of Chair of the Parish Council

**ELECTION OF VICE CHAIR**

Cllr Kenny was nominated and seconded to be **elected** Vice Chair of the Parish Council

**207-23/24 ATTENDANCE AND APOLOGIES FOR ABSENCE**

It was noted Cllrs Nigel Jupp (West Sussex County Councillor) & Dennis Livingstone (Horsham District) councillor were not able to attend.

**208-23/24 CO-OPTION**

There were no applicants for Co-Option

**209-23/24 DECLARATIONS OF INTEREST**

No declarations of interest, as defined under the Localism Act 2011 and the Parish Councils Code of Conduct, were made

**210-23/24 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING**

It was **RESOLVED** that the minutes of the Full Council meeting held on 19<sup>th</sup> April 2023 be confirmed as a correct record of the meeting, noting Cllr Ingram and Cllr de Lyle Bayley will review item 196 22/23, before approval and signing by the Chairman.

**211-23/24 PUBLIC SESSION**

The Chairman invited questions from the public, reminding those in attendance that each question is limited to 2 minutes in accordance with Standing Order 3(g).

A member of public spoke, expressing concern that neither the full agenda for the meeting or the minutes for the previous meeting had not been published on the Parish website. They also commented that the agenda had not been placed on all the noticeboards and this fell below the standards expected of the Parish Council.

The Chair updated the member of the public as to on-going arrangements and Cllr Bayley stated the Clerk has done a good job in difficult circumstances

Another member of the public attended, who is representative of Carbon Busters, asked for a Parish Councillor contact for their organisation. The Chair confirmed this would need to wait until more councillors had been recruited.

Another member of the public expressed their disappointment that the playground was not on the agenda and spoke about changes they would like to see asking for clarity as to the current situation.

Another member of the public spoke what changes could be made to the playground equipment

Cllr Ingram gave her understanding of the information regarding the playground and the Chair also stated he would also speak to the playground installer.

Another member of the public spoke about the Millennium Group's request for a grant for the coronation events. The Clerk reported she would look into it.

Another member of the public stated that the recreation ground wasn't the most appropriate place for children playing football and suggested another location. The Chair stated that neither location was ideal, as housing is close by to both locations.

Another member gave a speech about their human rights and expressed their displeasure as to their recent dealings with the Parish Council. They also stated they wished to bring a vote of no confidence in the Parish Council and wished for a public apology. The Chair stated he did not wish to discuss matters further.

**212-23/24 REVIEW ORGANISATION OF COMMITTEES, APPOINTMENT OF MEMBERS TO COMMITTEES AND CHAIR OF COMPLAINTS COMMITTEE**

It was **resolved to approve** the formation of a Planning Committee, an Open Spaces Roads & Footpaths Committee with all other matters (Finance & Staffing, & General Maintenance) to be dealt with at Full Council meetings

**213-23/24 CHAIRMAN'S ANNOUNCEMENTS**

It was noted the Chair did not have any announcements

**214-23/24 PLANNING MATTERS**

The Clerk reported that arrangements for planning should be in place for the next meeting on 1<sup>st</sup> June 2023.

**215-23/24 CLERK'S ANNOUNCEMENT/DECISIONS**

Cllr Bryant welcomed the new Parish Clerk, Beccy Anderson to the Parish

**216-23/24 FINANCE**

- a) Councillors **approved** the below schedule of invoices for payment in May 2023 and interim payments made since the previous meeting of 19<sup>th</sup> April 2023
- b) Councillors **noted** the Nat West bank reconciliation for April 2023 will be completed once the Clerk has access to banking and finance systems.
- c) Councillors **noted** the below schedule of income received from 01/04/2023 to 10/05/2023
- d) Councillors **reviewed** current signatories of the bank accounts and noted steps had been taken for the new the Clerk to be included on the Natwest bank mandate to enable access to online banking,
- e) Councillors **noted** an application for had been made for a Debit Card for the Parish Council current account to enable the Parish Council to make online purchases

<b>PAYMENTS</b>			
<b>Inv. Date</b>	<b>Payee</b>	<b>Details</b>	<b>Gross</b>
28/03/2023	Viking	Credit	-2.38
23/03/2023	Viking	Stationery	109.03
01/05/2023	Norman Bryant	Travel/Refreshments/Phone/cable	134.39
01/05/2023	Norman Bryant	Custom duty defib cabinets	37.80
01/05/2023	Norman Bryant	Refreshments for ACM	28.47
01/05/2023	Norman Bryant	Replacement defib battery	234.99
01/05/2023	Norman Bryant	Defibrillator Cabinets	800.00
01/05/2023	Sarah Hall	Ex-Gratia Payment	200.00
27/05/2023	AJGIBL GBP Client	Insurance	1,462.23
29/03/2023	West Sussex CC	Clerks Salary March 2023	1,179.15
30/03/2023	West Sussex CC	Payroll Services 10.22-3.23	40.80
28/04/2023	Mulberry & Co	Locum Clerk services April 23	537.60
09/05/2023	Henfield Storage	Storage 6 months to Nov 2023	476.99
02/05/2023	RKM Electrical Services	Install defib cabinets	180.00
09/05/2023	Viking	Files/Archive boxes	168.49
01/05/2023	Netcom IT Solutions	Supported Desktop May 23	39.60
01/04/2023	WSALC Mannings Heath Village	WSALC subscription 23/24	675.65
10/04/2023	Hall	Hall Bookings March 2023	50.00
19/05/2023	Norman Bryant	Mileage/Defib pad/key cut	54.58
01/04/2023	Netcom IT Solutions	Supported Desktop April 23	39.60
		<b>TOTAL</b>	<b>6,446.99</b>
<b>INCOME</b>			
<b>Date</b>	<b>From</b>	<b>Description</b>	<b>Amount</b>
24/04/2023	Horsham DC	CiL income	45,301.05
26/04/2023	Hiscox	Insurance Claim	2,560.00
28/04/2023	Horsham DC	Precept	26,205.00
10/05/2023	HMRC	VAT refund	1,142.18
		<b>TOTAL</b>	<b>75,208.23</b>

#### **217-23/24**

#### **LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS**

Councillors **noted** there were no reports from District or Ward Councillors, who were not attending the meeting as usual, following the May 2023 elections.

#### **219-23/24**

#### **HEALTH & SAFETY SIGNAGE**

Draft signage was circulated and it was **resolved** that councillors would annotate and changes/suggestions to feed back to Cllr Ingram and the Clerk for future approval.

**220-23/24**

**DEFIBRILLATORS**

Cllr Bryant reported that 2 new defibrillator cabinets had been purchased and installed. These cabinets are not locking cabinets which should result in them being much easier to access.

**221-23/24**

**STORAGE OF RECORDS**

Cllr Bryant reported that lock-up storage had been arranged at Henfield Storage to accommodate previous years records

**222-23/24**

**DATE OF NEXT MEETING**

It was **RESOLVED** to **NOTE** the next meeting will be the Full Council Meeting to be held on 21<sup>st</sup> June 2023 at Mannings Heath Village Hall commencing at 7.30pm.

**The meeting closed at 8.40pm.**

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**Chairman of the Parish Council**

**Date**