

LINDFIELD PARISH COUNCIL

Minutes of the meeting of **LINDFIELD PARISH COUNCIL** held on **THURSDAY 19 JANUARY 2012** at the King Edward Hall, Lindfield.

Present: Mr. W. Blunden (Chairman)
Mr. M. Allen
Mr. M. Amor
Mrs. J. Chatfield
Mr. L. Corp
Mr. A. Gomme
Mr. S. Henton
Mr. S. Hodgson
Mr. R. Plass
Mr. C. Snowling

Also present: Councillor Mrs. C. Field (WSCC)
3 members of the public

In attendance: Mrs. C. Irwin (Clerk)
Mrs. S. Kolien (RFO) – *for latter part of item 17 only.*

The Chairman opened the meeting at 7.30 p.m., welcomed those present and wished them a prosperous New Year.

84. APOLOGIES FOR ABSENCE.

84.1 Apologies for absence were received from Councillors Hersey and Upton and the reasons were accepted.

85. DECLARATIONS OF INTEREST BY MEMBERS IN RESPECT OF ANY ITEMS ON THE AGENDA.

85.1 Agenda item 13. – funding application to MSDC from King Edward Hall (KEH). The following Councillors declared interests in this item as follows:

- Councillor Snowling – prejudicial interest as Trustee of KEH
- Councillor Blunden – prejudicial interest as Vice Chairman of KEH Management Committee and as President and Trustee of the Lindfield Club
- Councillor Henton – prejudicial interest as Secretary of the Lindfield Club Committee
- Councillor Allen – prejudicial interest as member of the Lindfield Club Committee.

86. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

86.1 Mr. N. Kerslake commented on the budget.

87. MINUTES OF THE COUNCIL MEETING HELD ON 10 NOVEMBER 2011

87.1 The Chairman called for approval of the Minutes of the Council meeting held on 10 November 2011. These were **AGREED** and the Chairman **SIGNED** the Minutes as being a true record of that meeting.

88. CHAIRMAN'S ANNOUNCEMENTS.

88.1 Thank You Party. The Chairman referred to the annual Thank You Party held on the morning of 7 January for those people who helped the Parish Council in various ways – Lindfield's "Big Society" – those who delivered diaries, helped on the Spring Clean, the Archivist, Tree Wardens and Pond Wardens. The Chairman thanked the staff and Mr. Irwin for preparing the refreshments for the party.

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89. REPORT ON POLICE PRIORITIES.

89.1 The Police had not asked for any issues to be brought to the Council's attention. Councillor Allen reported that the next meeting of the Neighbourhood Police Panel was due to take place in the near future and he understood the key priorities still to be speed and traffic.

90. REPORTS BY COUNTY COUNCILLOR / DISTRICT COUNCILLORS.

90.1 Councillor Field (WSCC) reported as follows:

- Highways. Councillor Field had received a growing number of complaints about potholes and difficulties in communicating with the Highways Officers. There had been a change of personnel and Councillor Field was awaiting details for officers newly in post. She had been invited to a meeting with Mr. Chisenga and Miss Spurgeon on 24 January and she had a number of issues to raise with them, including the list of roads to be resurfaced about which she was to go to seek reassurance that the defects would be put right beforehand. Councillor Field invited the Council to inform her of any other concerns and she would add them to her list. If she was still not satisfied after her meeting she would be following it up with the relevant Cabinet Member.
- Central Mid Sussex County Local Committee. The next meeting was due to take place on 9 February and the Committee would be considering a grant application from the Lindfield Arts Festival towards an inflatable feature.

90.2 Councillor Snowling (MSDC) reported as follows:

- Community Infrastructure Levy. MSDC was giving a lot of attention to this and the proposed charging rates were soon to be agreed for taking out to consultation.
- Neighbourhood Plans. The first meeting of the Lindfield Neighbourhood Plan Joint Working Party was due to take place on 31 January.
- Consultation on the Mid Sussex District Plan. A joint response signed by the Clerks of both Lindfield and Lindfield Rural Parish Councils had been sent to MSDC and Councillor Snowling was encouraged by this indication that the two Councils were working more closely together.

91. ACTION LIST.

91.1 **NOTED** that most of the actions were taken up under the remit of the relevant committees.

92. CONSULTATION DOCUMENTS - TO NOTE / CONSIDER DOCUMENTS RECEIVED.

92.1 The following consultations documents had been received and would be dealt with in due course:

- Cycle action plan proposal – WSCC
- Highways Infrastructure Works Programme (WSCC)

93. PLANNING AND TRAFFIC COMMITTEE. TO RECEIVE AND TO CONFIRM THE RECOMMENDATIONS OF THE MINUTES OF THE PLANNING AND TRAFFIC COMMITTEE MEETINGS HELD ON 8 NOVEMBER, 29 NOVEMBER AND 20 DECEMBER 2011

93.1 Councillor Snowling thanked Councillor Gomme for chairing the meeting held on 17 January, in his absence. **RESOLVED** to receive the Minutes of the meetings of the Planning and Traffic Committee held on 8 November, 29 November and 20 December 2011 and to confirm their recommendations. The Minutes of the meeting held on 17 January 2012 would be presented at the next Council meeting. Councillor Snowling reiterated that the Lindfield Neighbourhood Plan Joint Working Party would be meeting on 31 January and stated that Neighbourhood Plans were important to the whole of Mid Sussex.

93.2 Response submitted in respect of the consultation on the Mid Sussex District Plan. As reported under Councillor Snowling's report as Ward District Councillor, a joint response to the consultation on the Mid Sussex District Plan had been sent from Lindfield and Lindfield Rural Parish Councils.

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94. FINANCE AND GENERAL PURPOSES COMMITTEE: TO RECEIVE AND CONFIRM THE RECOMMENDATIONS OF THE MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 24 NOVEMBER 2011 AND THE PUBLIC MINUTES OF THE MEETING HELD ON 12 JANUARY 2012.

- 94.1 Minutes of the Meetings of the F&GP Committee held on 24 November 2011 and 12 January 2012. Councillor Henton reported that he had been notified of an amendment to the wording of Minute 83.4 of 12 January that would be proposed at the next meeting of the Committee prior to the Minutes being agreed and signed.
- 94.2 Public Toilets on the Common. Councillor Henton reported that at the F&GP meeting on 24 November the Committee had received the notes of a meeting with David Harper (Business Unit Leader, Waste and Outdoor Services) and Pru Moore ((Cabinet Member for Leisure and Sustainability) of MSDC on 9 November 2011. The Working Group had previously inspected for suitable sites and concluded that the best location for new toilets was at the front of the Bowls Club car park close to the site of the previous ones, which would have the advantage of being close to existing underground services, near to the road for surveillance and not in a sensitive position for visual amenity. The one drawback was that the site was across the road from the main part of the Common. Mr. Harper and Mrs. Moore had been supportive of this proposal in principle and had offered very helpful advice. Following that meeting the Clerk had written to Tom Clark (Solicitor to MSDC) requesting a written outline of the technical processes as had been suggested at the meeting. The Council had also been advised to write to the Tennis, Cricket and Bowls Clubs so that this project could be coordinated with any other proposals that might be coming up, to minimise effort and cost.
- 94.3 HM The Queen's Diamond Jubilee. Councillor Henton reported that a verbal report of the Public Meeting held on 16 November had been given at the F&GP meeting on 24 November and the notes had since been circulated. There had been forty eight people at the meeting who had been enthusiastic about celebrating the Jubilee and suggested a lot of ideas. A steering committee had been set up but it had been made clear that the Parish Council did not intend to take the lead. Councillor Plass reported that the first meeting of the Diamond Jubilee in Lindfield (DJL) Committee had been held on 17 January and he had been elected as its chairman. The DJL Committee had formulated and outlined plans for the weekend and would be meeting again to plan in more detail. Councillor Plass would be meeting with representatives of the Village Day Committee in order to co-ordinate activities during the weekend, as Village Day was to be held on the first day of the period of celebration.

NOTED that the Environment and Amenities Committee had agreed to make the unspent funds budgeted for the Royal Wedding available to fund requests in respect of the Diamond Jubilee celebrations.

- 94.4 Internal Auditor: to note receipt of the report following the first inspection. The F&GP Committee had noted the report of the Internal Auditor at the meeting held on 24 November. There had been one immediate action: to increase the Fidelity Insurance Guarantee cover because at certain times, the balances held at the bank exceeded the limit of the existing cover of £250,000. The Clerk had arranged for the Council to be covered up to £500,000, which was the next band, and this would be free of charge until the renewal date in May after which the annual additional costing would be £19.85. The Insurance and Risk Management Committee would consider this provision along with the rest of the policy prior to renewal.
- 94.5 Additional Accommodation: report on Archive Storage. At the meeting of the F&GP Committee held on 12 January, Members had considered a paper from Councillor Gomme which set out a number of recommendations, following a visit to the Big Box Storage Centre to make a comparison between this and the existing facilities. It had been agreed that for the time being the Council should continue to rent additional accommodation but make better use of it, install extra racking and try to make progress with sorting the old paperwork. It had also been agreed that the Council should continue its consideration of the best accommodation for the Archive collection, keep the issue of storage under constant review and reconsider the need for off-site storage in the event that enlarged premises could be found for the Parish Office. The recommendation to review the situation every four years had been rejected because some Members believed that this should be under constant review.
- 94.6 Lindfield Parish Directory and Year Book. The F&GP Committee had agreed, at the meeting held on 12 January, to go ahead with the next Directory and not to make any changes to the format or prices of the adverts for the next edition. A request for proportional contribution would be sent to Lindfield Rural Parish Council in due course.

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- 94.7 Minutes of the Meetings of the F&GP Committee held on 24 November 2011 and 12 January 2012. **RESOLVED** that the Minutes of the Finance and General Purposes Committee meeting held on 24 November 2011 and the public Minutes of the meeting of the Finance and General Purposes Committee held on 12 January 2012 be received and their recommendations approved with the exception of Minute 83, Budget 2012/13, which was to be discussed at this Council meeting as a separate item.
- 94.8 Statements of Account/Budget Progress and Bank Reconciliation for the periods 01.11.11 to 30.11.11 and 01.12.11 to 31.12.11. **RESOLVED:** to approve the Statements of Account / Budget Progress and Bank Reconciliation for the periods 01.11.11 to 30.11.11 and 01.12.11 to 31.12.11 and the quarterly Receipts and Payments Summary. **NOTED:** that from a total budget of £225,000.00, the sum of £85,200.73 and a further £1,537.74 from the reserves and outstanding projects had been spent.
- 94.9 List of cheques for approval: cheques drawn since Council meeting of 10 November 2011. The list of cheques was tabled. **NOTED** that expenditure during this period under the powers granted by Section 137 of the Local Government Act 1972 had totalled £5,868.18. It was also **NOTED** that the Petty Cash balance as at 19 January 2012 was £150.78. **RESOLVED:** to approve the list of cheques numbered 104808 to 104855 totalling £35,589.35. The Chairman **SIGNED** the list of cheques which is attached to the signed copy of these Minutes as Appendix A.

95. **ENVIRONMENT AND AMENITIES COMMITTEE. TO RECEIVE AND TO CONFIRM THE RECOMMENDATIONS OF THE MINUTES OF THE ADDITIONAL MEETING OF THE ENVIRONMENT AND AMENITIES COMMITTEE HELD ON 14 NOVEMBER 2011 AND THE MEETING HELD ON 8 DECEMBER 2011.**

- 95.1 The Minutes of the meeting held on 8 December had been circulated by email on the day of this Council meeting.
- 95.2 Street lights: to note decision to proceed with remedial work to upgrade a number of light columns. At the additional meeting of the E&A Committee held on 14 November 2011, the Committee had considered a report from Direct Technical Services on recommended work to the Parish Council's street lights to address a number of issues relating to compliance with current directives and regulations. The Committee had agreed that, as an adequate fund had been built up in the knowledge that upgrading would be necessary at some point, DTS should be instructed to carry out all of the work recommended in their report during the current financial year.
- 95.3 Christmas Lights: petition. A petition bearing over 550 signatures, obtained on Christmas Festival Night, had been presented to the Council. This petition stated:

"We understand that the Parish Council was forced to remove the catenary wire that supported the lights in the trees. As a result they were unable to put up lights this year. By signing our petition tonight you will give the Council a mandate to do whatever they can to put the lights back up next year. Yes!!! Please bring back the Christmas lights in Lindfield High Street."

The petition was formally received.

- 95.4 Christmas Lights: budget. The Chairman stated that the petition, together with comments Councillors had received from residents, had made it clear that there was a desire to have lights in the High Street trees over the Christmas period. He considered that if the Parish Council were to reinstate the lights, it should look to have this done professionally. The lighting on the Pond, over the recent Christmas period, which was done professionally, had been very well received and the E&A Committee at the meeting on 8 December had been in support of negotiating with the provider and MSDC with a view to purchasing these lights for future use on various occasions. The Clerk and the Chairman had already started to make tentative enquiries with various bodies to try to ascertain the likely cost for lights in the trees. This would be an expensive exercise which may have to be phased in over two to three years. The Environment and Amenities Committee would discuss this issue at its next meeting on 2 February.

£3,000 had been allocated to Christmas lights in the budget for 2012/13. It had at first been anticipated that £2,100 from the current year's budget could be carried down as a designated reserve, but this was now likely to be spent in purchasing the Pond lights. The Chairman acknowledged that this matter had not been fully discussed by the E&A Committee but now the views of the village were known, he wanted to be sure that there would be adequate provision

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in the budget for this additional cost should the Committee agree to proceed with a new scheme for Christmas lights. Although contributions from other sources might be obtained, this could not be guaranteed.

The F&GP Committee was recommending that the precept for 2012/13 be set at £145,000 – a reduction of £13,000 on the previous year. The Chairman expressed his intention that, during discussion of the 2012/13 budget (item 17 on this meeting's agenda), he would suggest an amendment to that recommendation: to raise the precept request to £152,000, on the basis that the E&A Committee could then call on the Reserves if the cost exceeded the £3,000 budget for Christmas lights when agreement had been reached on the way forward.

- 95.5 Update on the lighting on the Pond. As stated in the previous item, the E&A Committee at the next meeting would be considering a proposal to purchase a similar lighting scheme to the one trialled over the Christmas period on the Pond. This would come out of the current year's budget and designated reserve for Christmas Lights.
- 95.6 Minutes of the meetings of the Environment and Amenities Committee held on 14 November and 8 December 2011. **RESOLVED:** that the Minutes of the Environment and Amenities Committee meetings held on 14 November and 8 December 2012 be received and their recommendations confirmed.
96. **TO NOTE AND CONFIRM THE RESPONSE TO MSDC REGARDING AN APPLICATION FOR FUNDING FOR A CHAIR LIFT TO THE FIRST FLOOR AT THE KING EDWARD HALL.**
- 96.1 Councillors Allen, Blunden, Henton and Snowling, having declared personal and prejudicial interests in this item (Minute 85 above) left the room. It was **AGREED** that, as the Vice Chairman was also absent, Councillor Gomme should take the chair for this item.
- 96.2 The King Edward Hall Management Committee had applied to MSDC for grant funding towards a chair lift for which they had obtained planning permission in 2009. Because the Planning and Traffic Committee had expressed objections to the planning application, the Parish Council had been asked in late December whether the concerns had been addressed. As a response was required by early January, the Clerk had consulted members by email and the general view had been to support the application for a grant because the planning permission had been granted. A letter to this effect had been sent by the Clerk to MSDC. **RESOLVED** to endorse this action.

Councillors Allen, Blunden, Henton and Snowling re-joined the meeting and Councillor Blunden resumed the Chair for the remainder of the meeting.

97. **TO CONSIDER OPTIONS FOR PLAQUE(S) TO MARK THE PLANTING OF TREES ON THE COMMON TO COMMEMORATE THE 50TH ANNIVERSARY OF THE LINDFIELD PRESERVATION SOCIETY, AS SET OUT IN THE EMAIL FROM MR. D. MACMILLAN DATED 24 DECEMBER 2012.**
- 97.1 Members had considered a proposal for this plaque at the last Council meeting and had felt that the original design was too large and that the height of the back edge (which, at 4", was higher than the front edge by 2") was possibly a mowing or a trip hazard. Smaller plaques at the foot of each tree had been suggested. Since that meeting, Mr. Macmillan had set out the possible options in an email as follows:
- "(1) a smaller single plaque to lay flush at grass level, as introduced at the Parish Council Environment and Amenities Meeting on 6th.October 2011,
- (2) a single raised stone similar to that for the Millennium Oak with an engraved brass or plastic descriptive plate, probably plastic in view of metal thefts, or
- (3) the LPC suggestion of individual raised and engraved stones for each of the five trees. Although inscribed brass or plastic plates secured to granite plinths would enable smaller lettering to be used reducing the overall plaque size they are not considered to be as durable as engraved stone."

Mr. Macmillan had also confirmed that the 'flat slab' plaque located at the edge of the mulching area was acceptable to MSDC, would not hinder grass maintenance machinery and be the least obtrusive option and, if acceptable in principle

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they would endeavour to reduce the overall size from the 30" x 18" presently quoted, subject to the stone masons being able to inscribe the stone with legible lettering, possibly of a similar size to that on the Millennium Oak plaque.

He had stated that the aim was not to obstruct maintenance work or tree growth, nor be a hazard to users of the Common, whilst having a long maintenance-free and legible life, which was why the initial preference was for a simple 'flat' engraved stone plaque.

In a further email dated 18 January 2012, Mr. Macmillan had added: "at present we are still awaiting information on the options from the donor/stonemasons as outlined in my email of 23.12.11. However, I understand from MSDC that their preference remains the 'flat slab', option 1 in my message of 23.12.11, and consequently I think that asking the donor to continue pursuing avenues no longer of concern is rather wasteful of their time and effort. In the light of the opinion from MSDC can the Parish Council now give their blessing to a 'flat slab' design which we would hope to slightly reduce in size from the original proposal if the stonemasons are able to produce something appropriate and legible?"

During discussion it was noted that the original design was higher at the back than the front by two inches and that Members had expressed concerns that it would interfere with mowing and be a potential trip hazard. A low flat plaque would have been acceptable. After further deliberation it was recognised that the Common was owned and managed by Mid Sussex District Council and that the decision rested with them. It was therefore **AGREED** that the response should explain the reasons for the original concerns but state that, provided MSDC's officers were satisfied with the design of the plaque in terms of ground maintenance and provided that the Lindfield Preservation Society undertook to keep the plaque in a clean condition, the Parish Council would not raise objections.

98. TO CONSIDER FUNDING OF ADDITIONAL BOLLARD(S) TO PREVENT VEHICLE ACCESS TO THE YORK STONE PAVING IN THE HIGH STREET NEAR THE LEWES ROAD CORNER.

98.1 This proposal was being considered because the continual parking of vehicles on the York stone paving, along with the ice and snow of the last two winters, was considered to have caused the stone to shale and break up. WSCC's Principal Community Highway Officer, Elaine Emmett had forwarded details of the Kingston cast iron bollard from Broxap (£60 each) which appeared to match the existing bollards. The Manager at the Post Office had been consulted by the Clerk and had expressed no concerns about preventing the Post Office van from parking on this area of paving and Mrs. Emmett would notify Royal Mail as a courtesy. **AGREED** that Mrs. Emmett should be informed that the Council was prepared to pay for the number of bollards that was required on further inspection and that this should be progressed without further delay. It was noted that WSCC had confirmed that they would fund the repairs to the paving.

99. PARTNERSHIP WORKING: DISCUSSIONS WITH HAYWARDS HEATH TOWN COUNCIL AND OFFICERS OF WSCC.

99.1 As reported at the F&GP Committee meeting on 12 January, Haywards Heath Town Council was considering a partnership with WSCC which would enable them to take over certain highway related functions such as weed spraying and sign cleaning and they hoped to form a cluster with neighbouring Parish Councils. It was understood that WSCC would pass to partners in the cluster a fixed amount that they would have otherwise paid to their contractors for a set amount of work. The Councils in the partnership would then arrange to deliver the service to at least a minimum agreed standard. The Parish Council was already in partnership with Haywards Heath Town Council and WSCC on a similar basis for grass cutting in the High Street. The Clerk and the Chairman had met with Councillor Tim Farmer and the Town Clerk, Steven Trice on 16 January and they were still keen to proceed with this but were waiting for figures from WSCC following which proper agreements would have to be drawn up. It had been agreed that representatives of the two Councils would continue to meet on a regular basis to discuss this and other issues of mutual interest.

100. TO AGREE BUDGET AND PRECEPT REQUIREMENT FOR 2012 / 13

100.1 Councillor Henton reported that the Finance and General Purposes Committee on 12 January 2012 had received revised budget papers and after discussion had agreed to recommend to Council a total budget figure for 2012/13 of £164,175, which resulted in a funding requirement of £151,216, to be funded by a recommended precept of £145,000, supplemented by the unallocated reserves estimated at £21,277.

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The Committee had considered the reserves in some detail and an explanation of each had been minuted.

- 100.2 Finance and General Purposes Committee budget. **RESOLVED** to **APPROVE** the F&GP budget of £93,925) as recommended.
- 100.3 Environment and Amenities Committee Budget. As stated under his E&A report, Councillor Blunden was asking the Council to consider an amendment to the F&GP Committee's recommendation to Council by increasing the recommended precept figure of £145,000 by £6,000 to £152,000 to ensure there would be sufficient funds in the reserves that the E&A Committee could call on if its Members agreed on a Christmas lighting scheme during the next financial year.

Councillor Henton proposed a different approach – by first increasing the E&A budget by £6,000 and then the precept by the same amount. Four Members expressed the view that there were already sufficient funds in the reserves and that this increase was not necessary. Councillor Blunden, at the request of a Member and for the benefit of Members who had not been privy to previous discussions, summarised the situation regarding Christmas Lights. He stated that it would be more appropriate to use lower voltage lighting in any new scheme, although this would require a costlier heavy duty cable and a higher number of transformers because fewer lights could be serviced from one power source. To use 110v lights using coloured bulbs would cost in the region of £15,000 -16,000 and would have to be introduced in phases. Councillor Blunden also reported on a meeting held on 16 January with the people who had arranged the lighting on the Pond over Christmas to receive details of several possible options, ranging from the coach lamp style, which would be much more expensive if done professionally, to coloured floodlighting similar to that used for the Pond which came at a much higher cost. It was also the intention to look at alternatives from other companies, including the Parish Council's street lighting maintenance company. The options for Christmas lights had not yet been considered by the E&A Committee and Councillor Blunden explained that he wanted to be sure there was enough money available to give the residents what they wanted without depleting the reserves and thus avoiding the necessity for the Council to raise the precept significantly the following year.

Members asked for explanation of the unallocated reserves.

The RFO, Mrs. Koliien joined the meeting at this point and remained for the duration of the budget item.

The RFO explained that the figure of £21,277 unallocated reserves was only an estimate of what the Council could expect to have left at the end of the year: it could be more or it could be less. At the end of the financial year, the total sum of money allocated to designated reserves was subtracted from whatever lump sum remained as cash at bank at the end of the financial year and that balance then became the working capital for the new Financial Year. The Council had agreed several years previously to retain, within the working capital, a General Reserve of £50,000. It had also been agreed that, should the working capital be reduced to less than £50,000, then the Full Council should be advised immediately. The first instalment of the precept was not paid until the end of April so sufficient funds must be available to cover payments during the month of April. The RFO confirmed that it was advisable to retain the estimated £21,277 as a fund for maintaining the credibility of the Council's finances.

The Chairman called for a vote on the amendment proposed by Councillor Henton to raise the E&A budget by an additional £6,000 to £66,050. Members voted 5 for and 5 against and the amendment was **AGREED** on the Chairman's casting vote. It was therefore **RESOLVED** that the E&A budget should be £66,050

- 100.4 Planning and Traffic Committee Budget. **RESOLVED** to **APPROVE** the P&T budget (£10,200) as recommended)
- 100.5 Overall Budget. With the amendment agreed above to the E&A budget, the overall Council budget was now £170,175. When the anticipated income from sources other than the precept (£12,959) had been subtracted, this gave a funding requirement of £157,216.
- 100.6 Precept. **NOTED:** that as a consequence of increasing the E&A budget by £6,000, as agreed above, a corresponding increase to the precept of £145,000, which had been recommended by the F&GP Committee, would raise it to £152,000.

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The original recommendation from the F&GP Committee that the precept to be requested from MSDC should be £145,000 was **MOVED** and **SECONDED**.

An amendment to the motion - that the precept figure be increased to £152,000 - was **MOVED** and **SECONDED**. Members voted 5 for and 5 against the amendment. The Chairman exercised his casting vote in favour of the amendment. It was therefore **RESOLVED** to request from MSDC a precept of £152,000 for the Financial Year 2012/13.

Mrs. Kolien left the meeting.

101. CHANGES TO STANDARDS IN THE LOCALISM ACT 2011: TO NOTE EMAIL DATED 12 JANUARY 2012 FROM MR. T. CLARK, SOLICITOR TO MSDC.

101.1 It was **NOTED** that changes were to be made to the Standards System and there would be a new Code of Conduct, provided by the County Council, to which Parish Councillors would be required to sign up. A new form for declarations of interest was also expected and the completed forms from Members of Parish Councils would have to be published on MSDC's website. Further advice and regulations were to be issued in the next two to three months. Councillor Snowling reported that this was to be discussed by MSDC's Standards Committee at the March meeting and he added that publication of declarations of interest on MSDC's website was routine for District Councillors and should not give cause for concern. Mr. Clark's email had referred to an increase in the number of complaints and Councillor Snowling stated that these had mostly arisen due to internal disputes within Councils and he was happy to be sitting on Councils where people respected democratic decisions.

102. ANY OTHER BUSINESS, ARISING AFTER THE PREPARATION OF THIS AGENDA, WHICH THE CHAIRMAN AGREES TO TAKE AS URGENT. ANY SUCH MATTERS WILL BE FOR NOTING OR REFERRAL TO A FUTURE MEETING ONLY.

102.1 No other items of business were raised.

103. FURTHER PERIOD OF 15 MINUTES FOR QUESTIONS / COMMENTS FROM MEMBERS OF THE PUBLIC.

103.1 Mr. N. Kerlake commented on the decisions on the budget and precept and also on the consultation on housing sites and numbers – the importance of identifying sites and numbers otherwise the District Plan was at risk of failing the Inspection in Public.

103.2 Councillor Mrs. Field stated that in the absence of new regulations WSCC was not proposing to change the Code of Conduct and would be adopting a light touch approach.

103.3 Mr. D. Macmillan commented on a street light fault (column 11 Denmans Lane); the condition of Denmans Lane between the barrier and Compton Road and the dangers to pedestrians on the corner of Lewes Road / High Street suggesting an additional bollard as a solution.

The confidential part of the meeting began at 9.00 p.m.

104. EXCLUSION OF THE PUBLIC AND PRESS

104.1 As the following item concerned Staffing matters, it was **MOVED**, **SECONDED**, and **RESOLVED** in accordance with Standing Order 35(a) that "that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw".

105. TO RECEIVE THE CONFIDENTIAL MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 12 JANUARY 2012 AND TO CONFIRM THEIR RECOMMENDATIONS

105.1 The Confidential Minutes were **NOTED** without comment. **RESOLVED**: that the Confidential Minutes of the meeting of the Finance and General Purposes Committee held on 12 January 2012 be received and their recommendations relating to staffing matters confirmed.

The meeting concluded at 9.05 p.m.