



Draft



# WISTON PARISH COUNCIL

Clerk: Matthew Thomas, Water Lane Cottage, Water Lane, Wiston, West Sussex, BN44 3DW

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**Parish Council Meeting  
6th December 2023, 6.00pm, at The Meeting Place,  
Water Lane, Wiston.**

## *Draft Minutes*

**Present:** Cllr Garner, Cllr Leppard, Cllr Nash, Cllr Goring  
**In attendance:** -  
**Clerk:** Matthew Thomas  
**Members of the public:** Mr S Page, Mr J Luckin

- 23.50** To consider accepting apologies for absence. Apologies were accepted from Cllr. Marshall.
- 23.51** To record declarations of interest from Members in any item to be discussed: None were made.
- 23.52** To approve the Minutes of the meeting of 4th October 2023 previously circulated: The minutes were approved without alteration and duly signed by the Chair.
- 23.53** To approve the Minutes of the Planning Sub-Committee meeting of 13th November 2023 previously circulated: The minutes were approved without alteration and duly signed by the Chair.
- 23.54** To approve the Minutes of the Planning Sub-Committee meeting of 23rd November 2023 previously circulated: The minutes were approved without alteration and duly signed by the Chair.
- 23.55** To adjourn the meeting to allow public participation: Mr Luckin spoke to the Minutes of the Planning Sub-Committee meeting of 23rd November, which discussed a proposed development at Hole Street Farm. Contrary to the advice given by Mr Jones at that

meeting, Mr Luckin was of the opinion that the existing barn did not automatically qualify for conversion from class B1 use to residential use under the 'Class Q' 56 day rule because it only met one of the qualifying criteria. Mr Luckin's concern was that Horsham District Planning Department may overlook this and consequently that the change of use and the associated access route could be agreed before the Parish Council or local residents had had an opportunity to comment on it. Mr Luckin also asked for clarification about the role of Mr Jones in the development process.

**Action:** Clerk to write to Horsham District Council Planning Department with a request to be consulted if and when the 'Class Q' application is submitted.

**23.56 To receive reports from County and District Councillors:** No reports had been submitted.

**23.57 Meetings attended by Councillors:** Cllr Goring had attended Rampion 2 meetings. In his view local representations at such meetings about, the route of the associated cable across West Sussex, had been ignored by the developer.

**23.58 Highways and Footpaths:** The Chair had received an email from West Sussex County Council asking for information about any local cases where landowners had moved Rights of Way without obtaining the necessary permissions.

Two possible cases were raised:

1. Daisy Lane: Garden of School House
2. Cottage off the A248: RoW moved the other side of the hedge line.

**Action:** Chair to forward the relevant West Sussex County Council correspondence to Cllr Goring for a response.

Cllr Nash reported that a metal railing had become unsafe at North Lane, where it passes over a stream.

**23.59 Planning matters.** There were no planning matters to discuss.

**23.60 Finance**

23.60.1 & 2 The following expenditure incurred since the 10th May 2023 Full Council Meeting was approved:

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Balance per bank statement	£11,374
Total receipts	£2,406
Total payments	£1,306
Balance per bank statement	£12,474
Prepared by	M Thomas
Approved by	

<b>Date</b>	<b>Payee</b>	<b>Outgoing</b>	<b>Incoming</b>
29 Sept	Horsham DC		£2,405.96
2 Oct	Litter Warden	£49.69	
2 Oct	HMRC	£46.40	
2 Oct	Clerk salary	£184.78	
3 Oct	Bank charges	£5.00	
10 Oct	Bin bags for litter warden	£2.65	
10 Oct	WSALC membership	£68.95	
15 Oct	SLCC membership	£80.00	
31 Oct	HMRC	£46.20	
31 Oct	Clerk salary	£184.98	
1 Nov	Litter Warden	£49.69	
2 Nov	Bank charges	£5.00	
23 Nov	Website maintenance	£122.40	
30 Nov	HMRC	£74.20	
30 Nov	Clerk salary	£296.98	
30 Nov	Litter Warden	£89.45	
	<b>TOTALS</b>	<b>£1,306.37</b>	<b>£2,405.96</b>

It was explained that the apparent large increases in the Clerk's salary and Litter Warden payments were in fact due to accumulated reimbursements for a backdated pay award.

23.60.3 To receive and discuss the draft budget 2024/25. The budget (Appendix 1) was duly approved.

Action: Clerk to submit a completed precept claim form to Horsham District Council.

**23.61 Community matters**

**23.45.1 Repainting the old Telephone Box beside The Old Post House:**

ACTION: Clerk to examine papers from earlier meetings where details of the previous restoration are recorded. Then to produce a contract and to seek tenders for the work.

**23.45.2 Maintenance of SID on Hole Street:** Vegetation removal around both SIDS remains outstanding.

ACTION: Mr Page and Cllr Goring to investigate and to report to the next meeting.

**23.62 Correspondence:** No comments.

**23.63 Information Items:**

1. Cllr Garner reported that there had been a car accident in Spithandle Lane, near the gas pipeline crossing point. Cllr Goring offered to investigate and to clear up any remaining debris.

2. It was reported that Chanctonbury Ring Road was in a poor and deteriorating state of repair.

Action: Clerk to write to County Highways requesting repairs.

**23.64 Date of next Meeting:** The following meeting dates for 2023/24 were agreed:

- Wednesday 7th February

- Wednesday 8th May (followed by the Annual Parish Meeting)

Both meeting at 6pm at Wiston Meeting Place.

From 8th May, meetings to be timetabled bimonthly through the year.

The meeting closed at: 19.10

**Signed:..... Date:**  
**Chairman.**