

# WISTON PARISH COUNCIL

Clerk: Lucinda Woodage, New Barn, North Lane, Wiston, Steyning,  
West Sussex BN44 3DQ

E-mail: [wistonparishclerk@gmail.com](mailto:wistonparishclerk@gmail.com) Website: [www.wistonvillage.org.uk](http://www.wistonvillage.org.uk)

## Annual Parish Council Meeting Wednesday 15<sup>th</sup> July 2020, 7.00pm, via Zoom

### *Minutes*

**Present:** Cllr Garner, Cllr Goring, Cllr Leppard, Cllr Nash

**In attendance:** Cllr Paul Marshall

**Clerk:** Lucinda Woodage

**Members of the public:** None

- 19.70 Election of Chairman.** Cllr Goring proposed Cllr Garner as Chairman, Cllr Nash seconded. Cllr Garner was duly re-elected Chairman of Wiston Parish Council.
- 19.71 Election of Vice-Chairman.** Cllr Garner proposed Cllr Goring as Vice-Chairman, Cllr Nash seconded. Cllr Goring was duly re-elected Vice Chairman of Wiston Parish Council.
- 19.72 To consider accepting apologies for absence.** Apologies had been received and accepted from Cllrs Mclellan and Page.
- 19.73 To record declarations of interest from Members in any item to be discussed.** None declared.
- 19.74 To approve the Minutes of the meeting of 22<sup>nd</sup> January, circulated by email prior to the meeting.** The minutes were approved and duly signed as a true record.
- 19.75 To adjourn the meeting to allow public participation.** None.
- 19.76 To receive reports from County and District Councillors.**

Cllr Marshall reported that he had nothing of significance to share locally, but from a County point of view, the impact of Covid has been huge. WSCC has been heavily involved in providing support for hospitals and the vulnerable cohort, of which there are 34,000, with 11,500 seeking help. Existing plans for managing any local outbreak have been stepped up and preventative strategy measures deployed. The impact is twofold – significant extra expenditure, and decrease in income – total cost £70m, £36m aid received from Central Government, with a possible further £10m available.

Councillors enquired by how much business rates income is reduced, to which Cllr Marshall replied that the Government will step in when deficit reaches £10m.

WSCC are fortunately reasonably financially robust but District Council is suffering.

Councillors enquired whether County have an Ash die back action plan. Cllr Marshall will circulate the briefing.

Cllr Paul Marshall left the meeting.

**19.77 Highways and Footpaths**

**19.49.1 Village gateway insurance claim**

We have been successful in our recovery of the £250 excess from the third party driver.

**19.78 Planning Matters**

**Planning applications**

None

**Planning Decisions**

**SDNP/19/04764 Weppons Farm, Chanctonbury Ring Road. Subdivision of dwelling to create three independent dwellings. PERMITTED.**

**DC/19/2210 Coombewick Farm, London Road, Ashington. Rebuild and conversion of stable block to 2 bedroom occasional accommodation. PERMITTED.**

**DC/20/0941 Coombewick House. Variation of Conditions to previously approved application. PERMITTED.**

**19.79 Neighbourhood Plan.** Carry over to next meeting.

**19.80 Finance**

**Bank balance @ 15<sup>th</sup> July 2020: £16,486.60**

**Approved payments:**

| <b>Payee</b>                                 | <b>Amount</b> |
|--|---------------|
| Bits and PC's Storrington, printer cartridge | £ 9.99        |
| L Woodage, Clerk, January                    | £192.50       |
| L Woodage, Litter Warden, January            | £ 46.00       |
| Squires Garden Centre, bulbs                 | £ 36.99       |
| Co op, Ashington, bulbs                      | £ 16.00       |
| L Woodage, Clerk, February                   | £192.50       |
| L Woodage, Litter Warden, Feb                | £ 46.00       |
| L Woodage, Clerk, March                      | £192.50       |
| L Woodage, Litter Warden, March              | £ 46.00       |

|                                    |         |
|------------------------------------|---------|
| L Woodage, Clerk, April            | £196.35 |
| L Woodage, Litter Warden, April    | £ 46.00 |
| L Woodage, Clerk, May              | £196.35 |
| L Woodage, Litter Warden, May      | £ 47.63 |
| L Woodage, Clerk, June             | £196.35 |
| L Woodage, Litter Warden, June     | £ 47.63 |
| WSALC and NALC subscriptions 20/21 | £ 67.43 |
| Came and Co, Insurance             | £374.01 |
| Mulberry and Co, Internal Audit    | £144.00 |

**Receipts:**

|  |          |
|--|----------|
| Gallagher Insurance                              | £ 250.00 |
| HMRC, VAT reclaim                                | £ 377.65 |
| HDC, 1 <sup>st</sup> payment precept             | £2078.00 |
| HDC, 1 <sup>st</sup> payment Litter Warden grant | £ 285.75 |

**19.80.1 Litter Warden pay.** HDC have increased the grant by 2.5%. This equates to an increase of £1.63 per month, from May this year.

**19.81 Approval of Annual Governance Statement.** To review and approve the Annual Governance Statement 2019/20, circulated by email prior to the meeting. Approved and signed by the Chairman.

**19.82 Approval of Annual Accounting Statement.** To review and approve the Annual Accounting Statement 2019/20, circulated by email prior to the meeting. Approved and signed by the Chairman.

**19.83 Approval of Exemption Certificate.** The Chairman and Clerk are required to sign the Certificate of Exemption for smaller authorities (income under £25,000) to exempt this PC from the requirements to have limited assurance review and to submit the Annual Return for external audit. Approved and signed by the Chairman.

**19.84 Appointment of two Representatives for Horsham Association of Local Councils.** Forward to next meeting.

**19.85 Community matters**

**18.53.1 Upgrade of Great Barn Farm footpath.** A meeting will be arranged with Rick to discuss.

**19.40.1 Potential purchase of vehicle activated signage.** Councillors intend to buy one machine, and install two poles. Cllr Garner will contact the supplier. The Clerk will re-circulate the quote received from Wilbar Associates for supply and installation of the poles.

**19.81.1 To discuss repair/replacement of the notice board, due to rain ingress.** Cllr Garner will take a look.

**19.86 Meeting dates for the year, Wednesdays, 7pm:**

**2020**

**September 16<sup>th</sup>  
November 18<sup>th</sup>**

**2021**

**January 20<sup>th</sup>  
March 17<sup>th</sup>  
May 19<sup>th</sup> (annual meetings)**

**The meeting closed at 19.43**

**Signed..... Chairman.**