



WISTON PARISH COUNCIL

Clerk: Matthew Thomas, Water Lane Cottage, Water Lane, Wiston, West Sussex, BN44 3DW
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Parish Council Meeting
2nd August 2023, 6.00pm, at The Meeting Place,
Water Lane, Wiston.

Draft Minutes

Present: Cllr Garner, Cllr Leppard, Cllr Nash
In attendance: Cllr Marshall, Mr S. Page
Clerk: Matthew Thomas
Members of the public: None

- 23.20 **To consider accepting apologies for absence.** Apologies were accepted from Cllr Goring, Cllr Manton and Cllr. Circus.
- 23.21 **To record declarations of interest from Members in any item to be discussed:** No declarations of interest were made.
- 23.22 **To Approve the Minutes of the last council meeting:** The minutes of 10th May 2023 were approved without alteration and duly signed by the Chair.
- 23.23 **Co-option of Mr Steve Page:** It was unanimously agreed that Mr Page should be co-opted as a Parish Councillor. **ACTION: Mr Page to complete a Register of Members Interests form and return it to the Clerk in order to complete the co-option process.**
- 23.25 **To receive reports from County and District Councillors:** Cllr Marshall reported on progress with mending road potholes. The £50 million budget for this work has been increased by £14 million, including a £3 million Government grant. This has allowed the County Council to speed up the work of the patch gangs, although wet weather has caused problems. Vegetation clearance and drainage along the highway was also being tackled. Increased pothole works were in addition to resurfacing works e.g. along the A24. Cllr

Marshall stated that the concrete blocks along the Wiston Bends would at some point be replaced with a permanent crash barrier.

Cllr Marshall further reported that the budget for the 2024/25 financial year has a deficit of £45 million which can be reduced to £17 million with increased income from the Council Tax. In the context of a total budget of £1.9 billion, this shortfall can be absorbed without significant cuts.

23.27 **Planning matters**

23.27.1 To approve the minutes of the Planning Sub Committee of 11th July 2023: The minutes were duly approved.

23.27.2 DC/23/1328 Abbott's Shed, Hole Street, Wiston: After consideration the Committee unanimously agreed that there were no grounds for objection to the application, taking account of its poor visibility from the road and the consequent low impact on the neighbourhood.

ACTION: Clerk to respond to the District Council consultation accordingly.

23.27.3 Unspent S106 money: The Parish Council had received notification that £56.26 allocated for Community Facilities remained unspent. There was no spending deadline in the Agreement. After consideration it was decided that the moneys should be used towards the cost of repainting the old telephone box outside the Meeting Place.

ACTION: Clerk to claim the funds from the District Council and arrange a contractor to carry out the work.

23.28 Parish Priority Statement: The Parish Council had been asked by the South Downs National Park Authority to complete a PPS to inform the Authority's decisions on policy development, land allocations and designations. After discussion it was agreed that the Chair should produce a response on behalf of the Council.

ACTION: Cllr Garner to respond to the consultation.

23.29 Parish Design Statement: Following discussions at previous meetings it was agreed that the Chair should convene a separate meeting with Councillors to progress this project.

ACTION: Cllr Garner to arrange a meeting.

23.30 Finance: The following expenditure incurred since the 10th May 2023 Full Council Meeting was approved:

Balance per bank statement	£12,821
Total receipts	£633
Total payments	£1,280
Balance per bank statement	£12,175
Prepared by	M Thomas
Approved by	S Garner

Date	Payee	Outgoing	Incoming
3 May	Bank charges	£5.00	
5 May	M Thomas - Wine for Annual Parish Meeting	£40.80	
8 May	S Page - refund for Coronation celebration	£102.12	
9 May	Microsoft - OneDrive subscription	£79.99	
22 May	Gallagher - insurance	£464.09	
23 May	HMR - VAT refund		£305.27
30 May	Horsham DC - litter		£327.96
31 May	Litter warden	£49.69	
1 June	Clerk salary	£184.98	
1 June	PAYE/NIC	£46.20	
1 June	Bin bags for litter pick	£2.75	
2 June	Bank charges	£5.00	
18 June	Stamps	£13.10	
1 July	PAYE/NIC	£46.20	
1 July	Clerk Salary	£184.98	
3 July	Litter warden	£49.69	
3 July	Bank charges	£5.00	
	TOTAL	£1,279.59	£633.23

23.31

Community matters

23.31.1 Controlling Himalayan Balsam in the Bunton Stream: It was noted that this invasive alien species had become increasingly prevalent in the Bunton Stream in recent years, despite it being relatively simple to control by hand pulling. Councillors surmised that

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this may at least partly be due to householders living adjacent to the stream not being aware of the threat it poses to local wildlife. After discussion it was agreed that the Clerk should produce an information note, explaining the importance of controlling Himalayan Balsam, Giant Hogweed and Japanese Knotweed, to be circulated to all householders in the Parish by email.

ACTION: Clerk to produce a short information note and to circulate it to Wiston residents, after obtaining a circulation list from Lucinda Woodage.

23.32 Correspondence: The Chair reported a letter received from Andrew Griffith MP which summarised progress he has made.

23.34 Meeting dates for the year ahead: The following meeting dates for 2023/24 were agreed:
Wednesday 4th October
Wednesday 6th December
Both meeting at 6pm at Wiston Meeting Place.
For the 2024/25 financial year, meetings would be scheduled bimonthly.

The meeting closed at: 19.00

Signed: S. C. Pye Date: 4/10/2023
Chairman.