



WISTON PARISH COUNCIL

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

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Wiston Parish Council Meeting
6.00pm, Wednesday, 8th May 2024, at the Meeting Place.
Water Lane, Wiston.

Draft Minutes

Present: Cllr Garner, Cllr Goring, Cllr Leppard, Cllr Nash
In attendance: Cllr. Marshall (to item 24.70)
Clerk: Matthew Thomas
Members of the public: Mr A Piercy

- 24.1** **To consider accepting apologies for absence.** Apologies were accepted from Cllr Page and Cllr Manton.
- 24.2** **To record declarations of interest from Members in any item to be discussed:** None were made.
- 24.3** **To Approve the Minutes of the Full Parish Council Meeting of 7th February 2024:** The minutes were approved without alteration and duly signed by the Chair.
- 24.4** **To Approve the Minutes of the Planning Sub-Committee Meeting of 3rd April 2024:** The revised minutes (declaring Cllr Page's interest) were approved without further alteration and duly signed by the Chair.
- 24.5** **To adjourn the meeting to allow public participation:** No comments were made.
- 24.6** **To receive reports from County and District Councillors:**
Cllr Marshall: Rampion 2: Meetings planned with Wiston Estate and Rampion to clarify local concerns. It seemed that Rampion have several potential cable routes but had not yet

clearly defined one.

Cllr Garner: The Parish Council had offered two alternative routes to the one Rampion had proposed through the parish, but these had been ignored and no feedback given.

Cllr Goring: A ‘blue route’ which had been proposed by Wiston and Washington Parish Councils and the Wiston Estate had been considered but not scoped. Rampion had taken over 19 weeks to reply to his letter.

Cllr Marshall: Potholes: These were being addressed by County Highways but the exceptionally wet weather had reduced by half the time available to clear the backlog. Different teams were addressing different jobs so that some holes had been filled but others nearby had not.

24.7 Highways and Footpaths: It was noted that potholes appeared to be worse in West Sussex than in neighbouring counties. There were no other comments.

24.8 Planning matters.

DC/22/0695: Woodman’s Farm: The Committee noted that the application had been withdrawn from the Agenda of the May Planning Committee.

DC/24/0521: Retention of agricultural building, Fair Oak Farm, Spithandle Lane, Wiston West Sussex. Cllr Goring declared an interest in the application, being the applicant and the owner of the development site. After discussion it was agreed that the Parish Council should not object to the application, on the basis that it was for legitimate agricultural business and no complaints from nearby householders had been received. **ACTION: Clerk to write to Horsham District Council to that effect.**

24.9 Finance

The expenditure listed below was approved:

Balance b fwd	£12,474
Total receipts	£2,078
Total payments	£1,798
Balance per bank statement 30/04/24	£12,754
Of which reserves	£7,714
Prepared by	M Thomas
Approved by	

Date	Payee	Amount
3/12/23	HSBC - bank charges	5
30/12/23	Litter Warden	54.66
30/12/23	Clerk	198.88
30/12/23	HMRC - PAYE	49.80
02/01/24	HSBC - bank charges	5
30/1/24	HMRC - PAYE	49.60
31/1/24	Litter Warden	54.66
31/1/24	Clerk	199.08
31/1/24	Bags for Litter Warden	2.70
2/2/24	HSBC - bank charges	5
4/3/24	HSBC - bank charges	5
4/3/24	HMRC - PAYE	49.80
4/3/24	Clerk	198.88
4/3/24	Litter Warden	54.66
28/3/24	HMRC - PAYE	49.80
28/3/24	Clerk	198.88
28/3/24	Litter Warden	54.66
02/04/24	HSBC - bank charges	5
18/04/24	Mulberry & Co - Audit Fee	253.50
18/04/24	HMRC - PAYE	49.60
30/04/24	Litter Warden	54.66
30/04/24	Clerk	199.08
	TOTAL	£1797.90

24.9.2 Latest Bank Statement for approval: The bank statement updated to 30th April 2024 was approved.

24.10 To review the Annual Audit Report by Mulberry Local Authority Services Ltd. The recommendations were reviewed and implemented, but after discussion it was agreed that GDPR training was not required.

- 24.11 **Annual Governance and Accountability Return - Section 1:** Agreed
- 24.12 **Annual Governance and Accountability Return - Section 2:** Agreed
- 24.13 **Acceptance to receive information by electronic means:** Members present signed an Acceptance to Receive Information by Electronic Means form, to be stored on the Council's files.
- 24.14 **Review and adopt Standing Orders for 2024:** Agreed
- 24.15 **Review and adopt Financial Regulations and Risk Assessments for 2024:** Agreed
- 24.16 **Review and adopt the Code of Conduct:** Agreed
- 24.17 **Review Members' Registers of Interest:** Members present completed a Register of Members' Interests Update Form, to be stored on file and published on the Parish Council website.

24.18 **Community matters**

Maintenance of SID on Hole Street: Cllrs Garner and Goring agreed to investigate the problem and if possible carry out a repair

ACTION: Cllrs Garner and Goring

Maintenance of Parish Gates in Hole Street and Water Lane: Cllrs Garner and Goring agreed to mow around the gates and wash them down.

ACTION: Cllrs Garner and Goring

24.19 **Correspondence**

24.19.1 Climate Action Network: It was reported that Cllr Nash had attended an initial meeting but felt that none of the actions could be applied to Wiston Parish because most of the properties in the parish are owned by Wiston Estate and there are no buildings under parish council ownership. It was therefore agreed not to attend future network meetings.

ACTION: Clerk to inform Victoria Wylliedeecheverria (Horsham District Council).

24.19.2 Cyber Security Presentation: It was agreed to canvas parishioners to find out the level of interest in the offer before organising a meeting.

ACTION: Clerk to update Daniel Sykes (Cyber Protect Officer for Surrey and Sussex Police) and send a newsletter requesting feedback from local residents.

24.20 **Information items.**

Letter from Andrew Griffith MP dated 7th May 2024: Better Broadband. Mr Griffith had mentioned in his letter a government scheme to improve broadband speeds in West Sussex.

ACTION: Clerk to write to Andrew Griffith informing him of the very slow broadband speeds in the northern half of the parish particularly.

Councillor training offer by Mulberry: After discussion it was agreed that none of the training programmes on offer were appropriate for Wiston Parish at this time.

The meeting closed at: 19.02

Signed:..... Date:
Chairman.