



Loxwood Parish Council

**Minutes of the Annual meeting of the Parish Council of Loxwood held on Monday
9th May 2022 at 7.50pm in North Hall.**

59/2022 ELECTION FOR A CHAIR: Councillor Rick Kelsey who had signified his willingness to stand for Chair although absent from this meeting was nominated by Cllr Agar seconded by Cllr Bates and all in favour.

60/2022 ATTENDANCE: Chris Agar (Acting Chair); Simon Bates; Hannah Carey; Roger Newman; Charles Todhunter. WSCC and CDC Janet Duncton (left the meeting after 78/2022).

Two members of the public. Jane Bromley, Clerk.

APOLOGIES FOR ABSENCE: Parish Councillors: Tony Colling; Annette Gardner; and Rick Kelsey.

61/2022 DECLARATION OF MEMBERS INTERESTS: None.

62/2022 ELECTION OF VICE CHAIR for the forthcoming year. Councillor Todhunter was nominated and proposed by Cllr Agar seconded by Cllr Bates and all in favour.

63/2022 PLANNING COMMITTEE election for Chair and Vice Chair. Councillor Colling was nominated for Chair and Cllr Todhunter for Vice Chair, proposed by Cllr Agar seconded by Cllr Newman and all in favour.

64/2022 FINANCE COMMITTEE election for Chair and Vice Chair. Councillor Newman was nominated for Chair and Cllr Kelsey for Vice Chair, proposed by Cllr Agar seconded by Cllr Bates and all in favour.

65/2022 APPENDIX 1 RESPONSIBILITIES LIST. The list was updated by the Parish Council.

66/2022 APPENDIX 2 ADOPTION OF STANDING ORDERS AMENDED VERSION for Financial Controls and Procurement. The Parish Council RESOLVED to approve and adopt the amended version of the Standing Orders.

67/2022 APPENDIX 3 READOPTION OR AMENDMENT OF FINANCIAL REGULATIONS. The Parish Council RESOLVED to readopt the Financial Regulations.

68/2022 APPENDIX 4 READOPTION OR AMENDMENT OF CODE OF CONDUCT. The Parish Council RESOLVED to readopt the Code of Conduct.

69/2022 APPENDIX 5 READOPTION OR AMENDMENT OF TERMS OF REFERENCE for the Finance and Planning Committees and the Neighbourhood Plan Steering Group. The Parish Council RESOLVED to readopt the Terms of Reference for the Committees and Steering Group.

70/2022 APPENDIX 6a and 6b ANNUAL ACCOUNTING RETURN FOR THE YEAR ENDED 31st MARCH 2022- The Parish Council RESOLVED to approve the Annual Return for the year 2021-2022 as set out in Appendix 6a to be sent to the external auditor as previously approved by the Finance Committee having regarded the internal auditor's report at Appendix 6b.

71/2022 REAPPOINTMENT OF INTERNAL AUDITOR (PJ Consultants) FOR THE YEAR TO 31st MARCH 2023- The Parish Council RESOLVED to reappoint the internal auditor for the forthcoming year.

72/2022 REVIEW OF COUNCIL'S MEMBERSHIP TO EXTERNAL BODIES. WSALC. NALC. The Parish Council RESOLVED to renew membership to WSALC and NALC.

73/2022 APPENDIX 7 POWER OF GENERAL COMPETENCE The Parish Council RESOLVED to re-adopt the Power of General Competence.

74/2022 SET THE DATES AND TIMES AND LOCATIONS OF THE YEAR'S PARISH COUNCIL MEETINGS. The Parish Council RESOLVED to set the first Monday of the month at 8pm for Parish Council meetings in the Main Hall of North Hall, should the first Monday of the month be a bank holiday a nearby date will be agreed at the previous meeting and advertised accordingly. There will be no meeting during August except where an urgent matter arises. Planning Meetings will be held an hour or half hour ahead of the Parish Council meeting as required. Finance Meetings to be held in April and November dates to be decided nearer to the time.

75/2022 MINUTES OF THE LAST MEETING: The Parish Council RESOLVED that the Minutes of the Parish Council meetings on 4th April 2022, and the Planning Committee Minutes of the 4th April 2022 are accurate accounts of those meetings.

76/2022 APPENDIX 8 ACTION POINT LIST: The Parish Council updated the list of Action Points from previous meetings.

77/2022 PUBLIC PARTICIPATION – No speakers.

This item was heard after 65/2022

78/2022 REPORT FROM WSCC JANET DUNCTON- See attached report.

79/2022 REPORT FROM CDC GARETH EVANS-See attached report.

80/2022 APPENDIX 9. CIL MONITORING REPORT FOR 2021-2022: The Parish Council RESOLVED to approve the form for submission to CDC.

81/2022 MUSEUM FOR LOXWOOD PROPOSAL: Discussion on the proposal for a museum for Loxwood. The Parish Council discussed the feasibility of such a project. Running a museum was discussed and the arrangements for the management of such a facility. Councillors considered the building being considered was not in an ideal location, it would need doing up and costs of running such a facility would be prohibitive. Cllr Newman proposed to abandoned the idea seconded by Cllr Agar and all RESOLVED agreement to this however to keep an eye out for a more suitable site.

82/2022 APPENDIX 10. WACT- Grant Application for consideration. A resident had mentioned that the application for the path resurfacing was not within the Parish however having researched this the Parish Council thought it was, but this would be confirmed with WACT. The Parish Council RESOLVED to grant £6000 being 50% of the value of the project to be paid on receipt of paid invoices. ACTION Clerk

83/2022 ACCOUNTS FOR PAYMENT -The Parish Council RESOLVED to approve the payments.

84/2022 UPDATES AND ITEMS FOR DISCUSSION:-

- (a) Highway/Roads. See email 8th April from Consultant. The Clerk to contact the Traffic Consultant to establish if WSCC highways feedback had yet been received. The Clerk would also forward comments from the Parishes who had previously used the Consultants services and opted for block paving to the Consultant for comments from him in particular the Parish that had advised the paving had become misshapen. ACTION Clerk.
- (b) Drainage/ Sewerage Infrastructure. Nothing to report.
- (c) School- Nothing to report.

This item was heard after 78/2022

- (d) Thakeham/Stonewater site. Update re arranging a meeting with residents and Infrastructure Contributions claim See Appendix 11a and 11b. The Parish Council made some small changes to wording of the infrastructure contributions letter and RESOLVED to approve the letter and attachment for sending to Stonewater.
A meeting between residents and Thakeham re the drainage of the Thakeham site had been arranged for 26th May at 7.30pm in North Hall.
- (e) Queens Platinum Jubilee: The plaque for the bench and tree had been delivered and would be put up. About 40 tickets have been sold so far for the Jubilee evening party so far.

(f) Neighbourhood Plan/ IPS statement/ Local Plan Sites Allocation Infrastructure Concerns response for approval. Appendix 12. The Parish Council RESOLVED to approve the response for sending to CDC. ACTION Clerk.

85/2022 NEWSLETTER ARTICLES. Dog waste problem. New Chairs. Volunteers for speed watch.

86/2022 ITEMS FOR THE NEXT MONTH'S AGENDA. TBC.

87/2022 DATE OF THE NEXT MEETING: MONDAY 6th June 2022

The meeting closed at 10.10pm