



WARNHAM PARISH COUNCIL

Clerk: Mrs Shaw E-mail – clerk@warnham.org.uk

MINUTES of the Full Council Ordinary Meeting of the Warnham Parish Council held on Tuesday 22nd June 2021 at 7.30pm in the North Hall in the Village Hall, Warnham

Members:

Cllr Ann Lloyd (C) (AL) (P)	Cllr Stuart Ritchie (SR) (P)
Cllr Geoff Read (VC) (GR) (A)	Cllr Sally Pavey (SP) (P)
Cllr Chris Gould (CG) (P)	Cllr Fiona Robinson (FR) (A)
Cllr Tom Bickford (TB) (P)	Cllr Ian Gurling (IG) (P)
Cllr Emma Fraser (EF) (A)	Cllr Bill McLaughlin (BM) (A)

In attendance: Mrs Shaw (Clerk)

Also present: DCllr Tricia Youtan (TY)

1. Apologies for absence –
Cllrs EF, GR, BM and FR sent their apologies prior to the meeting.
2. Declarations of Interest:
None received.
3. Public Participation
There were no members of the public
4. Minutes of Previous meeting.
Council noted and approved the minutes from the committees below. ***It was UNANIMOUSLY agreed that the Chair duly accept and sign the minutes from the committees listed below.***
 - a. Full Council held on the 25th May 2021
 - b. Planning Committee held on the 25th May and 8th June 2021
 - c. Finance Committee held on the 8th June 2021
 - d. Recreation Advisory Group held on the 14th June 2021
5. To consider any urgent matters arising from the last meeting on the 25th May 2021 that cannot wait until the next meeting
 - a. Cllr AL informed the members that there is Hog weed in Station Road and Bailing Hill. Japanese Knot Weed in pathway along Parish Rooms **(Action: The Clerk)**
 - b. The Rowan tree to be placed in remembrance for Mr Funnel is in progress. Members have raised concerns over the maintenance costs and who will be responsible for watering etc. Any costings will be met by the family.

6. To receive an update from the following committees:

- a. Finance - No update at the time of the meeting
- b. Planning – Cllr CG mentioned the planning meeting prior to the Full Council meeting. Three road applications from WSCC and one resident application were presented at the meeting. No comment for any of the applications.
- c. Recreation – NO DOG signs are now up in and around the Playground.
- d. Traffic and Highways – Cllr AL discussed the installation of the Gateways. Cllrs AL and GR will arrange a meeting with the Environment Officer to conduct a site visit on location, size and description of gateways. The Speedwatch Group gave feedback regarding the article in the Summer Newsletter. They stated that they were very happy with the article.

7. Correspondence

- a. PROW- Clerk to action with the Environment Officer.
- b. WAW – Held a meeting with Grasstex following the unauthorised mowing of certain areas within the Parish. David Bridges will supply the Council with notes of the meeting. The Clerk will pass on to the rest of council. A quote for the 10 ‘NO MOW’ signs has now been acquired and forwarded to WAW, Grasstex and Council. Notes attached in Appendices.

(Action: The Clerk)

Cllr SP joined the meeting at 19.47pm

8. To receive updates and reports from the County and District Councillor.

- a. County Councillor – Report from CCllr Christian Mitchell is attached in the appendices.
- b. District Councillor – DCllr TY spoke to the members about the HDC Local Plan. There is no movement at present.

9. Finance

- a. Payments for approval

It was UNANIMOUSLY agreed that the Council accept and approve the payments. The Chairman duly signed the payments for approval.

Date of Invoice	Name	Invoice Number	Payment method	Description	NET	VAT	Total amount including VAT
June-21							
21.05.21	HMRC		DD	PAYE			£530.86
24.05.21	NetCom It		DD	IT Support	£26.40	£6.60	£33.00
24.05.21	Southern Electric		DD	Streetlights	£64.20	£3.37	£67.58
26.05.21	HPSmart		DD	Printer Subscription			£9.99
26.05.21	Mulberry & Co		DD	Internal Auditor	£341.40	£68.28	£409.68
26.05.21	Alan Mclean		DD	Speed Gun Reimbursement			£29.60
26.05.21	StreetLights		DD	Maintenance Contract	£224.59	£44.92	£269.51

26.05.21	Staff		DD	Staff Wages			£2455.74
08.06.21	Zoom		DD	Video Conference	£11.99	£2.50	£14.39
08.06.21	Intuit Ltd		DD	Quickbooks	£35.52	£8.88	£44.40
09.06.21	NetCom IT		DD	IT Support	£61.53	£15.38	£76.92
11.06.21	Giffgaff		DD	Clerk's Mobile			£10.00
17.06.21	QR Webtech		DD	Website Maintenance	£23.96	£5.99	£29.95
				Total	£789.59	£155.92	£3981.62

b) Bank Reconciliation

It was UNANIMOUSLY agreed that the Council accept and approve the bank Reconciliation.

Warnham Parish Council

Date 17th June 2021

Prepared by Clerk - Mrs Shaw

Balance per bank account as of 17th June 2021

Lloyds Treasurer account	£48,719.49
Lloyds BB Inst Online	£3,582.38
Lloyds Bus Bank Online	£18,955.84
Virgin	£50,911.37

Balance as per cashbook at 17th June 2021

Total £122,169.08

Open balance as of 17th June 2021		£122,169.08
Add: receipts (income) in the year		£57,933.48
Less: payments (expenditure) in the year		£8,306.92
Current balance		£171,795.64

Breakdown of Council Reserves			
Total cash balance			£128,853.83
Precept received to date			£42,941.81
Total reserves			£171,795.64
Total reserves include:			
Operating reserves			
Earmarked reserves :			
Remaining non-earmarked reserves:			
For identified projects			£

Checked and approved on: _____

Signed: _____

With no further business the meeting closed at 20.00pm

Chairman..... Date.....

DRAFT

Appendix

1. Appendix 7b

Note of meeting to discuss grass cutting in Warnham on the Village Green and in the Churchyard

22 June 2021

Present: Richard Smillie, Steve Lambie (Church Wardens), Simon (Grasstex), David Bridges (Wild About Warnham)

Churchyard

David explained that during this year's very wet May when no grass cutting was possible, there was an impressive flush of colourful wildflowers which had been enjoyed by many people visiting the churchyard. He had also noted a great increase in pollinating insects, including a Small Copper butterfly.

Simon apologised that the two experimental no-mow areas had been cut by Grasstex when the churchyard was eventually cut in mid-June. This was caused by the normal team leader being off sick.

Richard said that he would like to see the no-mow areas extended in the northern part of the churchyard. David suggested that if a larger area is left uncut, then consideration should be given to cutting wide paths through the uncut areas to allow the public to get closer to the wildflowers and the wildlife they support. Neatly cut paths would also help to keep the churchyard looking smart and well-managed. He thought a one metre strip should also be cut along any paved paths as this would avoid longer vegetation flopping onto the paths and create a neat appearance. Steve suggested it was important that the area under the trees along Church Street should be cut regularly as any long grass there would make clearing twigs and small branches falling from the trees more difficult.

All uncut areas would, of course, be cut at the end of the summer.

David asked whether Grasstex ever used the 'cut and collect' method of grass cutting, which would leave a tidier finish and reduce soil enrichment from the grass cuttings, which tends to encourage rank grass growth at the expense of wildflowers. Simon confirmed they do use this method but the slightly random layout of the churchyard meant that not every cut area could be easily cleared as a machine is used and this would not be able to manoeuvre between some of the grave stones.

Any removed grass cuttings could be composted at the back of the churchyard although in the longer term Grasstex are exploring the possibility of removing and processing grass cuttings to produce methane gas which could then be used to make fuel for mowers!

Simon thought the higher cost of 'cut and collect' would be offset by the reduced frequency of cutting in the no-mow areas.

Richard said that there was a church meeting on 23 June where his suggestion to leave a larger uncut area would be discussed. If this idea is supported, he and Steve would draw up a plan to show the areas that would not be cut until the end of each summer. Richard would then consult David on the plan. Thought would be given to clearly marking any no mow areas and Simon offered to provide marker stakes.

The idea of signage was also discussed. Simon agreed Grasstex would sponsor the production of some 'no mow' information signs for the Parish Council (see below).

It was agreed that the southern area of the churchyard should continue to be regularly cut (as in the past), as this is a more sensitive area, where burials continue to take place and where relatives and friends of the deceased visit most often.

Field next to Football Pitch

David raised the concerns of a local resident about the recent cutting of the field to the north of the football pitch. Simon confirmed that this field was not part of Grasstex's contract. David would speak to the farmer (Dominic Gardner) to enquire why the field, which apparently was full of wild flowers, was cut.

Village Green

David and Simon then moved to the Village Green where the field margins along the School Hill and Knob Hill sides, and an area under the trees at the northern edge, had been closely cut recently. That cut had removed the wildflowers growing there before they set seed. Also, the cut material had been left in situ and was unsightly. Simon said that because of the wet weather the grass cuttings were not breaking down as they would do normally in drier conditions.

Simon was aware that the Parish Council had conducted a public consultation about whether some areas of the Village Green should be left uncut during the growing season. He stated that Grasstex had not received an instruction from the Parish Council about NOT cutting any areas of the Village Green.

Grasstex would be happy to leave any areas uncut during the growing season if they receive an instruction from the Parish Council. They would also be able 'cut and collect' these no mow areas at the end of the summer, which would leave the area looking tidy and would also largely prevent any accumulation of nutrients (mainly nitrogen) in the soil from the cut material. [When an area is cut but the material is left, nutrients build up in the soil and this encourages the growth of rank grasses, wildflowers do better in soils in which nutrient levels are low!]. Any extra cost of cut and collect of the no mow areas should be offset by the reduced cost of the cuts to the regularly mown areas, which would be slightly reduced in size.

David suggested, and Simon agreed, that in the event of a wet summer when vegetation might grow more rapidly, an extra 'cut and collect' of the no mow areas might be needed to keep things looking neat. In this event, there might be a small budget implication for the Parish Council.

Sign sponsorship

The Parish Council had obtained an estimate for the production of six information signs for the no mow areas in the Parish. Simon confirmed that Grasstex would be happy to sponsor these and he further suggested they would be happy to pay for 10 signs to be made. David said that in this event Grasstex's logo could be included on the signs in return for their sponsorship.

David Bridges
23 June 2021

2. Appendix 8a

Report to Annual Meeting of Warnham Parish Council

Cnty Cllr Christian Mitchell
Tuesday, 22 June 2021, 7:30pm

County Local Committees (CLC)

The Governance Committee on 28 June 2021 will be considering a proposal that County Local Committees be replaced by a more informal local community engagement forum for county councillors for recommendation to the County Council.

The Police and Crime Commissioner Panel

The Police and Crime Commissioner Panel annual meeting is on Friday, 25 June 2021 at 10:30am.

<https://sussexpcp.gov.uk/meetings/forthcoming-meetings/>

ENDS