



**Minutes of the Online Meeting of Bury Parish Council held on Monday 4<sup>th</sup> January 2021 commencing at 6.30pm**

**1. Attendance and Apologies for Absence**

In attendance: Councillors Davis (Chair), Labarte (Vice Chair), Whyles, Champness, Daykin, Rudd, Marconi and Morrison.

Also in attendance: Mike Simpson (Clerk)

**2. Public Session (Members of the Public may speak for up to five minutes at the discretion of the Chair)**

There were no members of the public in attendance.

**3. To Receive Declarations of Interest, Notification of Changes to Members' Interests and consider any requests for a dispensation.**

There were none.

**4. Approval of the Minutes of the Council Meeting of the Parish Council held on 9th November 2020**

Councillors **AGREED** that the minutes from the last meeting held on 9<sup>th</sup> November 2020 were a fair and accurate record.

**5. County Councillor reports**

There were no reports.

**6. District Councillor reports**

There were no reports.

**7. Chair's announcements**

The Chair announced that she would be contacting BT about the substation near Coombe Crescent regarding the land and fencing around it as well as the status of the parish's faster broadband application. She advised that the new Council logo should be ready within a week and that she would be exploring whether to start a directory with other parishes to help businesses that have been affected by the various lockdown restrictions.

**8. Payments and bank reconciliations**

The clerk presented the latest schedule of payments since the last meeting which the Council **RESOLVED** to approve. The clerk then presented bank reconciliations from November and December which Councillors **AGREED** to approve.

**9. Variance Report**

The clerk presented the latest actual vs budget expenditure report from December which the Council **AGREED** to approve

**10. Budget 2021/22**

Councillors considered the latest draft budget and **AGREED** to approve it for 2021-2022.

**11. Precept 2021/22**

The Council discussed the precept for the next financial year and **AGREED** to set it at £27,880 which equated to £76.95 per band D property.

## **12. Policies**

Councillors discussed a policy for pre-application discussions with planning applicants. The policy would enable Councillors to have an informal discussion with applicants whilst remaining transparent. Councillor Daykin was concerned at the extra pressure and time it could impose on Councillors and suggested setting restrictions on what type of application was discussed and only permitting ones of strategic importance to the parish. Councillor Morrison suggested that the meetings could be immediately before a committee or council meeting to make it easier for 3 councillors to attend. It was agreed that these principles should be drafted into the policy before it could be adopted.

## **13. Bury volunteers**

The Chair advised that the next step in creating a Bury volunteers was to send a letter to all residents informing them of the group and inviting them to join. Councillor Rudd informed the Council that steps had been taken to create the bank account.

## **14. A29**

Councillor Morrison suggested that the Council arrange a meeting with SDNPA to discuss a strategic review of the A29 in Bury which would include several potential areas including Hillside Nurseries, the Hollow, Coffin Trail, pathways and the redevelopment of the village hall. A discussion ensued and it was pointed out all these factors should be drafted into the Neighbourhood Plan whereupon it was **AGREED** that the Council should engage in discussions with SDNPA about strategic initiatives in the parish of Bury.

## **15. Grounds Maintenance**

### **(a) Update on Pill Pond**

Councillor Daykin advised the Council that SDNPA had suggested turning Pill Pond into a natural stream watercourse. Councillor Whyles was concerned about the historic significance of the pond as it could have served as a mill pond a Roman Villa at Bignor and therefore questioned whether any work should be done. It was agreed that the Council should wait for the report from SDNPA about their proposal and investigate the historical significance in the meantime.

### **(b) Riverbanks update**

Councillor Champness advised that there was no further update to provide from the Environment Agency. Although, he had spoken to a resident who questioned how previous work to the banks had changed the balance of how they flooded. However, a survey would be required to find out more information which would be very expensive.

### **(c) Tree planting**

Councillor Daykin informed the committee that trees had been planted at the recreation ground and Pill Pond and that he was looking into how the Council can apply for funding to a Treasury initiative to fund millions of trees over the next five years.

## **16. Village Hall**

### **(a) Update of plans for re-designing the village hall**

The Chair advised that the Council had received positive feedback to their initial consultation on redesigning the village hall and that the working group would be looking at the next steps.

### **(b) Update on village hall use**

Councillor Labarte updated the Council on the latest restrictions and stated the village hall could still be used for childcare and educational purposes which meant that two regular users could continue if they wished but it was closed to all others.

## **17. Broadband scheme**

### **Update on faster broadband scheme for Bury**

Councillor Champness stated that there had been a positive response from residents regarding faster broadband in the parish. However, he had been experiencing technical problems with the BT website and was waiting for a response on how the application could be expedited.

## **18. WSALC value for money review**

### **Update on review of WSALC membership**

The clerk advised that the WSALC AGM scheduled for 2<sup>nd</sup> December had been postponed but no other date had been circulated.

**The meeting ended at 20.10**

## Bank Accounts

## List of Payments made between 10/11/2020 and 04/01/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
12/11/2020	Mike Simpson	OLT	181.10		Adobe Pro DC refund
12/11/2020	DM Payroll Services	OLT	60.00		Payroll second annual payment
16/11/2020	Business Stream	DD	47.00		Water
20/11/2020	Rialtas	OLT	148.80		Annual support RBS software
20/11/2020	British Legion	OLT	17.00		Poppy wreath
20/11/2020	Viking	OLT	52.15		Stationery 346566
20/11/2020	Primavera	OLT	645.00		Invoice 661 playground repairs
20/11/2020	Viking	OLT	52.15		Stationery
20/11/2020	Viking	OLT	-52.15		Stationery
24/11/2020	Public Works Loan Board	DD	1,037.23		Public Works Loan Repayment
27/11/2020	Mike Simpson	OLT	959.69		Salary November
27/11/2020	Chichester District Council	OLT	180.00		VH Premises Licence
30/11/2020	Mike Simpson	SO	25.00		Home office
30/11/2020	BT	DD	56.86		Phone/interent VH
01/12/2020	Rob Simpson	SO	291.67		VH cleaning
01/12/2020	Southern Electric	DD	30.00		VH electricity
02/12/2020	Primavera	OLT	645.00		Invoice 643
02/12/2020	Richard Champness	OLT	7.00		Land Registry Office Copy
10/12/2020	SALC	OLT	72.00		CLlr training September
10/12/2020	PothecaryWithamWeld	OLT	369.00		SCC liability advice
11/12/2020	Karen Davis	OLT	74.96		VH tree lights
14/12/2020	ICO	DD	35.00		ICO registration fee
15/12/2020	Business Stream	DD	24.00		Water
29/12/2020	Mike Simpson	OLT	959.69		Salary December
31/12/2020	BT	DD	56.86		Phone and internet
31/12/2020	Mike Simpson	SO	25.00		Office cost
<b>Total Payments</b>			<b>6,000.01</b>		