



BROADBRIDGE HEATH PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Monday the 26th of July 2021 at 7.30pm at
St Johns Community Hall

Present Were: Cllr Terry Oliver (Chair)

Cllr Viv Edwards
Cllr David Trangmar
Cllr Jeanne Coker
Cllr David Milbank
Cllr Geoff Clark
Cllr Christine Knight

Cllr Sam Hazell (after Co-Option)
Cllr Sarah Chandler (after Co-Option)
Cllr Debbie Lambert (after Co-Option)

Clerk: Lucinda Edwards

Assistant Clerk: Olivia Buck

Members of the Public: None

Press: None

106/21 PUBLIC SPEAKING
None

107/21 APOLOGIES AND REASON FOR ABSENCE
Apologies and reasons for absence were noted from Cllr Louise Potter, Cllr Penny Hayles and County Cllr Christian Mitchell.

108/21 DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES
None.

109/21 CHAIRMAN'S ANNOUNCEMENTS
The Chairman welcomed Councillors back to the first face-to-face meeting of 2021 and had nothing further to add than the agenda items.

110/21 MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING
It was **RESOLVED** by all present that the minutes of the Parish Council meeting held on Tuesday 4th May 2021 be accepted as a true and correct record of the meeting. One amendment was noted for correction; Cllr Geoff Clark had volunteered to be on the Personnel Committee. All **AGREED** to amend the minutes to reflect this.

111/21 PARISH COUNCILLOR VACANCIES
Sam Hazell, Sarah Chandler and Debbie Lambert were invited to speak by the Chairman for the 3 Parish Councillor vacancies and present themselves in order of their applications received.
Sam Hazell presented himself with a few words and it was **RESOLVED** by all to co-opt him to the Council. (*Proposer; Cllr JK, Seconded; CK*).
Sarah Chandler presented herself with a few words and it was **RESOLVED** by all to co-opt her to the Council (*Proposer; Cllr GC, Seconded; DT*).

Debbie Lambert presented herself with a few words and it was **RESOLVED** by all to co-opt her to the Council (*Proposer; Cllr VE, Seconded; DM*).

The declaration of acceptance of office were signed by Cllrs Hazell, Cllr Chandler and Cllr Lambert, who then joined the meeting.

- 112/21 WICKHURST GREEN PARCELS OF LAND**
Supporting documents and the report (page 7), including the meeting with HDC, and Countryside were **NOTED** by all. Discussion was had on the responses HDC require and the recommendations made by the Clerk in the report.
- 113/21 SL4b** – It was **AGREED** by all to defer the approval of the transfer of SL4b to enable Councillors to get further detail of the area and a site visit.
(*Proposer; Cllr GC, Seconded; VE*).
- 114/21 Allotments (SL6)** - It was **AGREED** to accept the current condition of the allotments based on Walkers carrying out a grass-cut and de-weed, and confirmation of BBHPC being able to use part of the £20k for remedials (as per the Clerks financial appraisal) ahead of completion of transfer.
(*Proposer; Cllr CK, Seconded; JC*).
- 115/21 Play Areas** – It was **AGREED** the final condition of these areas is acceptable, based on Russel play attending as per the snagging list, and the works per the appraisal being covered by the £20k.
(*Proposer; Cllr CK, Seconded; JC*).
- To note - This unanimous vote on the Allotments and Play areas was recorded with reluctance by the Parish Councillors but the decision was made with the benefit of the residents in mind and of the timescales already endured.***
- 116/21 Attenuation Basins** – It was **AGREED** to instruct Wilbar Associates to conduct a completion survey of confirmation of the works having been undertaken by Walkers, and to use this report as approval to HDC to proceed with the issue of certificates, noticing the exception of applying mesh to the fencing.
- 117/21 Optional replacement of 2 trees in SL1** – It was **AGREED** to delegate to the Recreation Committee to consider the optional replacement of the 2 trees in SL1 after transfers are complete.
- 118/21 Delegated authority of signing legal documents** – It was **AGREED** to delegate authority to the Chairman, Vice Chairman and Clerk for the signing of legal documents to progress these transfers as appropriate.
It was **AGREED** for the Clerk to quote the minute reference in agreement to support the legal documents. (*Proposer; Cllr DT, Seconded; CK*).
- 119/21 DELEGATION**
The scheme of delegation with proposed amendments by the Clerk was **AGREED** and **ACCEPTED** by all.
(*Proposer; Cllr DT, Seconded; VE*).

120/21 MATTERS RELATING TO PERSONNEL

The Clerk gave an update on recent personnel matters and was **NOTED** by all.
AGREED ACTION – for Clerk to clarify the leave procedure regarding the personnel matter and for the Clerk to proceed as advised from HR support.

121/21 MEETING DATES

Members **NOTED** the next planned meeting dates;
Parish Council Meeting – 6th September
Recreation Committee -13th September
Personnel Committee – 27th September
Finance and Establishment Committee – 18th October

Meeting closed at 9.05pm.