

Easebourne Parish Council

Draft Minutes of the Extraordinary Meeting of Easebourne Parish Council held at 7.30pm on Tuesday 22nd May 2018 at the Refectory (behind St Mary's Church)

Present Councillors: T Baker (TB), J Galego (JG), A Guyatt (AG), J Hines (JH), D King (DK), I Milne (IM), M Noble (MN), D Pack (DP)

In attendance: Parish Clerk S Hurr (SH)

1 Public Question Time: No members of the public present.

2 Apologies: A Keeling (AK) due to a previous commitment.

3 Declarations of Interest: None.

4 Village Plan/Design Statement: MN had previously circulated a summary of the proposal to produce a 'Village Design Statement'. MN explained that AK, JH and he had met with Chris Paterson, the South Downs National Park Association (SDNPA) officer with responsibility for supporting Parish Councils in the production of a design statement.

The neighbouring parish of Lodsworth had also been very helpful in sharing information about the process, and had confirmed that the costs were mostly related to printing the final document which totalled approximately £1,000.

MN confirmed that a design statement project group must consist of more residents than Parish Councillors and that the Annual Village Meeting on the 24th May 2018 (two days-time) would be an ideal opportunity to provide information about the design statement to attendees and potentially recruit residents to become involved in this project.

SDNPA are currently in the process of updating the 'toolkit' for design statements and Easebourne have been selected to receive significant support to complete this document. A design statement would on completion, be adopted by SDNPA as a formal document.

MK proposed that the Parish Council would undertake the production of a Village Design Statement, which was seconded by JH and agreed by all present.

Action: MK will encourage residents to volunteer involvement in the Village Design Statement project at the Annual Village Meeting.

5 Easebourne Park Project: Public Works Loan Board (PWLB) and agreement to seek Secretary of State's approval for proposed borrowing.

IM explained the current budget and shortfall for the Easebourne Park Project. IM had spoken to Trevor Leggo at Sussex and Surrey Association of Local Councils who must initially approve an application for a PWLB loan.

The Parish Council passed a RESOLUTION to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB loan of £40,000 for up to a period of twenty years for the purchase and installation of a new community space and children's play area on a newly leased village green. This will include innovative natural and traditional play equipment, a network of footpaths and seating in a newly planted landscape of over 200 trees and native shrubs. It is not intended to increase the precept for the repayment of the loan.

6 Recruitment of new Parish Councillors: MN explained that two residents had completed and submitted application forms to become Parish Councillors. Both would attend to observe the next full Parish Council meeting (11th July 2018). MN proposed that rather than wait for the next full Parish Council meeting (12th September 2018), that they are both invited to give their five-minute presentations towards the end of the July meeting if they still wished to continue with their applications. Both candidates would then be asked to leave, in order for a discussion about their potential recruitment to take place. Both candidates would then be informed of the decision of the Parish Council on the following day. This plan was seconded by TB and agreed by all present.

Action: MN/SH to invite the candidates to attend the next full Parish Council meeting and inform them of the above process.

7 Final Plans for Annual Village Meeting: MN explained that he will give a short summary of the Parish Council's work over the last year and plans for the coming year which will include an invitation to join the Village Design Statement project group.

There will be four subject tables around the room which the residents can 'visit' to discuss or ask questions on these matters. These will be 'staffed' as follows:

Easebourne Park – IM

Village Design Statement – JH and AK

Highways – JG

General Information – DP and AG

MN will 'float' for 'one to one' discussions and SH will give out refreshments

Meeting closed at 8.20pm

Signed

Date.....

M Noble
Chairman

