

Worth Parish Council

Minutes of the Finance & General Purposes Committee Meeting held on 3rd March 2025 commencing at 7.30pm

Present:	Cllr Phillips (Acting Chairman) Cllr Casella Cllr Dorey Cllr King Cllr Pointer Cllr Wilson	Cllr Kipps (Acting Vice Chairman) Cllr Coote Cllr Hodsdon Cllr Lord Cllr Williams
	Mrs L Bannister (Chief Officer)	Cllr Gibson (as non-committee member) 2 members of the public (for this Committee, several others for following meeting)

In the absence of Cllr Scott, Cllr Phillips took the role of Chairman and it was RESOLVED to appoint Cllr Kipps as acting Vice Chairman for the meeting.

132 Public Question Time

A member of the public spoke in support of the Operation Watershed application. He was supported by a neighbour who is also affected by flooding. He lives in one of the houses on Sandy Lane that has been affected by severe flooding since 2019. The main points raised were:

- Significant damage has been caused to their garden, patio and garage by the flooding.
- The water is coming from a flooded corner of King George V Field which is owned by MSDC.
- Nobody has accepted responsibility for this work, which means he has had to spend £12,000 preparing a scope of works and getting approval from MSDC/WSCC.
- They have to use sump pumps to divert the water away from the house. They pump around 800,000 litres per day when flooding is anticipated, increasing their utility costs.
- The value of their home has been impacted, and also their ability to sell.

133 Apologies

Apologies were noted and accepted from Cllr Scott.

134 Declarations of Interest

Cllr Williams declared a non-pecuniary interest in the donation to the Haven as she has been involved in the renovation.

135 Minutes

It was RESOLVED to approve the Minutes of the Finance and General Purposes Committee held on 3rd February 2025. These were duly signed by Cllr Phillips.

136 Chairman's Announcements

The liquidator for the previous street light contractors accepted the Council's counter claim.

137 Correspondence List

Nothing to note.

138 Accounts and Financial Matters

Financial information

Financial information was included in the meeting pack. It was RESOLVED that the financial information was a true representation of the current financial situation.

Bank Reconciliations

It was NOTED that the bank reconciliations to 28th February have been completed and signed by Cllr Casella.

Earmarked Reserve

It was RESOLVED to transfer £3,250 into an earmarked reserve for the Crawley Down Play Area.

Neighbourhood Plan Surveys

It was RESOLVED to approve the estimate by Squires of £1,156 plus VAT (£578 per village). This will either be paid by the earmarked reserve for Neighbourhood Plans, or the grant if any is remaining at the end of the financial year.

RBS subscription

It was RESOLVED to approve the annual cost of £396 plus VAT for an additional subscription to the accounts package.

Grants

It was RESOLVED to approve the following grants:

4Sight Vision Support - £450

Air Ambulance Charity Kent Surrey Sussex - £450

Cllr Williams left the room

Cllr Coote declared a non-pecuniary interest in the donation to the Haven, as he has been involved in the renovation, and left the room

139 Donation to the Haven

It was RESOLVED to donate £5,000 to the Haven, to be paid from the Crawley Down Working Party budget; £3,000 in this financial year and £2,000 in the next financial year.

Cllrs Williams and Coote returned to the meeting

140 Operation Watershed

It was RESOLVED to recommend to Council that:

- a. Council agrees to make the Operation Watershed funding application, subject to a suitable contractor being selected.
- b. The tender process set out in the report is followed, using the electronic tendering process.
- c. The contractors set out in the report are approached to tender.
- d. WPC makes it clear to all parties that making this application does not bestow any liability for the drainage issues or ongoing maintenance on the Council.

141 Section 106 Monies

There were no changes to note since the last report.

It was requested that the S106 report shows what has already been earmarked and what the deadline is to draw down the funds.

It was NOTED that an extension to the Copthorne Recreation Ground MUGA funding has been requested as the approval has a 12-month deadline.

142 Projects

The below updates were NOTED:

CCTV

The Chief Officer has approved the following quotations under the delegated authorities outlined in the Financial Regulations:

- a. UK Safety Store for 20 custom CCTV signs (10 for each village); 20 pairs of post clips to fix the signs to the streetlights/signposts; and 2 galvanised signposts (for Church Road and Newtown in Copthorne). The total cost of this is **£1,123.80 excluding VAT**, with free mainland UK delivery. Sussex Police has now approved the CCTV sign design. The 28-day consultation for the new signpost on Newtown ends on 2nd March 2025 and once completed and the outcome known, the order will be placed with or without the signpost.
- b. Crystal Rubber Ltd for 2 rolls of neoprene rubber strips at a cost of **£72**. These will be used underneath the post clips to help protect the streetlights. This order has been placed and the goods received.

A CCTV Policy and set of Frequently Asked Questions (FAQs) have been drafted and are currently with Sussex Police to review and provide feedback on. The Lead Councillors have provided feedback, which will be reflected in the final version of the documents.

Copthorne Recreation Ground

The drainage design works have now been completed by Pluvium and their invoice for **£1950 excluding VAT** is expected. The Project Manager has received their detailed design reports and is liaising with our preferred suppliers about any resulting amendments required to the Multi Use Games Area (MUGA) and playground designs and to ask them for updated quotations.

The Project Manager is also drawing up detailed specifications for the carpark and pathways ready to go out for quote and/or tender as appropriate in line with the Financial Regulations. Advice from Mid Sussex District Council was to obtain all the relevant quotes ahead of submitting a further S106 application. Once all quotations/tenders have been received, the budget will be updated and any funding gaps identified.

At their last meeting, the Copthorne Working Party asked the Assistant Clerk (Projects) to obtain an indication of how much it would cost to install a skate park or skate ramps and whether this would be eligible for S106 funding ready for further discussion at their next working party meeting.

143 Policy

It was RESOLVED to recommend to Council that the following policies are approved:

- a. CCTV Policy (note that Sussex Police may recommend further changes)
- b. General Privacy Notice
- c. GDPR Subject Access Request Policy
- d. GDPR Breach Notification Policy

Cllr Hodsdon declared an interest in the following item

144 South Room Rent Review

It was RESOLVED to recommend to Council that the offer as set out in the confidential report is accepted.

145 Matters for Consideration submitted by the Village Working Parties or the Co-Ordination Group

No items were submitted.

146 Consideration of items for discussion by the Village Working Parties or the Co-Ordination Group

No items were brought forward.

147 Date of the next meeting

The date of the next meeting is to be confirmed.

Meeting closed at 7.56 pm.

Chairman: _____

Date: _____