

**BURPHAM**  
**VILLAGE COMMITTEE AND PARISH MEETING**  
**Minutes of the Meeting held on Tuesday 7 February 2012**  
**at 7.30 pm in the Village Hall**

**Those attending:** Paul Challen (Chairman)  
Ron Chapple (Secretary)  
Charles Kiddle (Treasurer)  
Colin Dick (Cricket)  
Heather Birch (Social)  
Ed French  
Julie Tester (VH Hire Co-ordinator)  
Marion Tucker  
Chris Hales  
Paul Dendle  
Val Belton

**Action**

1. **Apologies**  
No apologies had been received.
  
2. **Minutes of the Last Meeting**  
The minutes of the meeting held 6 December 2011 were signed as a true record.
  
3. **Village Hall**
  - (a) Village Playground  
Ron explained that he had been given back correspondence with Arun District Council on the playground by John Burford. Ron has had email correspondence with ADC Parks and Leisure Department that confirms ADC pays for costs arising from any necessary repairs.
  - (b) Stacking Tables  
The committee approved the purchase of a Gopak trolley on which to stack the hall tables. Chris will action this. CH
  - (c) Defibrillator  
South East Coast Ambulance Service, in conjunction with the British Heart Foundation and the Red Cross, have offered the village a defibrillator. SECAS would be responsible for its maintenance and repairs. The committee agreed to accept this offer and that it should be mounted on the outside of the Village Hall, probably near the Disabled Toilet. Kevin Foster, who had joined the meeting for this item, agreed to sort out volunteers for training in its use.
  - (d) Car Park Area – Clean Up  
Chris will organise a clean-up of the area around and behind the car park. CH

(e) Village Hall Sales Brochure

It was agreed that it would be a good idea to have a small sales brochure, with text and some photographs, available to people who enquired about hiring the hall. For the present, Chris will produce a short printed document for this purpose.

CH

4. **Planning**

Burpham Farm House – a small summer house has been erected in the garden. This currently does not have planning consent, and the Council will ask them to obtain retrospective permission.

It was agreed that should any similar situation arise in the future, the people concerned would be approached first, before involving the Council.

5. **Treasurer Report**

(a) Mandate forms have been prepared for both Committees which replace Phil White and Charles Kiddle with Paul Challen and Val Belton as signatories. These changes were approved by the Committee.

(b) Hall hire and social are well on course.

(c) Income and investment are close to budget.

(d) Repairs and maintenance costs are currently below budget but there are fire extinguisher inspections, etc coming up which may change this.

(e) The Cricket Club has repaid the £2,000 due.

(g) With £10,000 in the bank, it was agreed that £5,000 of this be put into the two investment funds, evenly divided between them.

6. **Secretary Report**

(a) Newsletter

Val and Ron have started a dialogue with Mike and Charmian. 160 copies of the newsletter are distributed by hand in Burpham and Wepham each month, with a further 20 copies being sent out by post, the costs of this being borne by Charmian.

It was agreed that a note will go into the next issue asking people to contact Val if they are happy to receive the newsletter by email. Ron, Val and Marion will coordinate this, and will continue talking with Mike and Charmian, and possibly with Lulu's Designs and Services, who currently produce the newsletter.

RC / VB  
/ MGT

Ron sometimes receives requests for putting adverts in the newsletter. It was agreed that this was something to consider at a later date.

(b) Ron has available a booklet distributed by The Campaign to Protect Rural England which aims to give advice to villages and rural areas on using "Neighbourhood Plans", introduced under the Localism Bill, to protect their environment.

**7. Councillor Dendle Report**

Paul updated the Committee on various Arun Council matters. In particular, the proposed 20-mile speed limits should be put in place around April / May; likewise double yellow lines to prevent parking at the end of the lane, just before it joins the A27.

**8. Social**

- (a) The Village Fête will be held on 16 June. It was agreed the church should be involved, as before.
- (b) A “Call my Bluff” wine tasting is being organised for 16 May.
- (b) A Barn Dance is organised for 28 July.
- (d) A “Mama Mia” evening is proposed, possibly on 1 September.
- (e) Heather is to get a quotation for the cost of a supply of “oil skin” table cloths for the village hall, to be used for village events only.

**9. Any Other Business**

- (a) The AirS Rural Community Broadband Fund “Expression of Interest” application has been submitted. WSCC are also being lobbied.
- (b) Marion will distribute templates for Village Committee and Parish Meeting letterheads. MGT
- (c) Marion will liaise with Arun DC on the creation of a village website. MGT
- (d) Neighbourhood Watch  
David Sunray is retiring as a representative, and Kevin Foster will take over his place, joining Ron Chapple and Phil White. A letter of thanks will be sent to David.
- (e) The village has received a Sussex County flag. These flags are funded by The Association of British Counties.
- (f) An unofficial memorial plaque has been put on one of the Seven Sisters trees. It was agreed this be taken off and placed next to the tree. Paul will action. PC
- (g) Noticeboard – ongoing. Paul has received a quote for £450.
- (h) After requests from some villagers, it was agreed that the church bells could be programmed to start at 8.00 am, rather than 7.00 am, on Saturdays and Sundays only.

**10. Date, Time and Venue for Next Meeting**

Tuesday 3 April 2012 at 7.30pm in the Village Hall  
Agreed as a true record:

..... Date:  
*for* Burpham and Wepham Village Committee and Parish Meeting

