

BURPHAM
VILLAGE COMMITTEE AND PARISH MEETING
Minutes of the Meeting held on Tuesday 13th February 2018
at 7.30 pm in the Village Hall

Those attending: Paul Challen (Chairman)
 Jackie Penticost (Secretary)
 Val Belton (Treasurer)
 Ed French (Planning)
 Bob Baynes
 Trevor Cooper
 Heather Birch (Social)
 Celia Woodruff (Vicar)

		Action
1.	Apologies Apologies were received from Kevin Foster and Julie Tester.	
2.	Minutes of the Last Meeting The minutes of the meeting held on 5 th December 2017 were signed as a true record. Kevin is still investigating purchasing a fire-proof box for the master file.	KF
3.	Village Hall and other property (a) JT submitted a note to the effect that 2 wedding bookings had been confirmed for 2019, with 3 possibles. It was unclear as to whether these included marquees. A question was raised as to whether the agreed annual limit of 8 applied to in-hall only bookings. It was thought that it did, but we will confirm (JP) (b) Val Belton presented the current status on the Playground (see additional document at this link). a. A way forward is to be sought by consultation with the Village at a meeting in the Village Hall on 10 th March at 3p.m. VB to draft invite to go to Village by e-mail and Newsletter. b. Val has sought input from several play companies to identify costs. Costs will include fencing, surfacing, equipment, insurance, maintenance. There would also be a cost	VB/JP

	<p>associated with any decommissioning of the site, which we would approach Arun to share, if not covered by any rebuild.</p> <ul style="list-style-type: none"> c. We would propose to fund by a mix of sources, including existing funds and grants, as well as fundraising. VB has put in an expression of interest to Biffa for grants, and will also approach Rabbit. d. We probably have 12 months to decide and raise funds if the village wishes the play area to continue to exist e. Zurich will provide cover provided that we have an annual RoSpa inspection, and we will need periodic (possibly weekly) risk/maintenance inspections by volunteers. As our cover needs renewal, VB will also approach other companies with a good reputation. f. Our target is to have a direction from the Village, in the form of a set of requirements for child/leisure play, ideally by the AGM on 28th April. Alternatively, if the decision is to decommission the site, we'd need to agree next steps with the council. <p>(c)</p>	
4.	<p>Planning</p> <ul style="list-style-type: none"> (a) CCTV: No update (b) Local Plan/design statement. <ul style="list-style-type: none"> a. EF has consulted with Counsellor Dingemans, who advised that a Local design statement would be the best route. EF will speak to other villages who have gone with full Local Plans, to see if he can invite someone with experience in this area to the Committee meeting b. EF to prepare entry to go in next Newsletter. c. EF to speak to Action in Rural Sussex (c) Minor planning amendments from Absuma and Aruncraft 	EF/KF
5.	<p>Treasurer Report</p> <ul style="list-style-type: none"> (a) Current assets £54847.67, market volatile but investments OK (b) Shuffleboard and quiz both made profits which subsidise our expenditure on the refreshments after the carol service and at the children's film (c) We invest via the Charities Organizations Investment Fund. 	VB
6.	<p>Secretary Report</p>	TC/JP

	<p>(a) PC thanked Marion Tucker for her diligent work as Secretary of the Committee.</p> <p>(b) Jackie Penticost was co-opted as Secretary</p> <p>Trevor Cooper has been tasked with recreating the informational website that previously existed on http://burpham.arun.gov.uk/main.cfm, prior to its decommission in June. This was handed on from Marion, and is on track</p> <p>We have an arrangement with Processmatters2, who have designed the infrastructure of the website, so that designated people from the Villages of Burpham and Wepham can add text and pictures (content) to the new website.</p> <p>TC will ask for a sample contract from Processmatters2, so that we have a clear agreement about the costs of ongoing maintenance and significant changes, such as to menus.</p> <p>TC suggested that the website content, once complete, be managed by the Village Committee Secretary: this was agreed.</p> <p>There is an open question about whether the existing separate websites which promote the Village and the Village Hall should continue to co-exist, or whether these two sites can be merged This needs reviewing after the new informational site is complete.</p> <p>JP/TC</p>	
7.	<p>Social</p> <p>(a) Recent events such as the Quiz and shuffleboard, were well attended.</p> <p>(b) HB to call on volunteers to help with social activities via the newsletter/email, as current membership has dwindled to one.</p> <p>(c) HB is seeking input on ideas</p> <p>(d) The fete, due to date clashes, will not go ahead this year. We will examine other ways of raising funds in 2018.</p> <p>(e) We are planning on holding a Royal Wedding celebratory event on 26th May. Although the fete won't be going ahead as in the past we hope to hold an event on 26 May to celebrate the wedding and everyone is invited to meet at the VH on the 5th March to discuss what sort of celebration. HB to draft insert for Village newsletter and Village email.</p> <p>(f) CW raised the issue of the elderly and isolated in our communities: CW, VB and HB to meet to discuss ideas.</p>	HB/CW/VB

	(g) CW mentioned a Church Patronal Festival that is planned to celebrate the birth of St Mary. Details TBC.	
8.	<p>Any Other Business</p> <ul style="list-style-type: none"> • Some Ash Trees by the Old Forge will be cut due to Ash die-back. The path below the forge will be widened • A replica of a 1650 map for the Village Hall will be delivered prior to the AGM • BB will organize a litterpick via the newsletter • Possibility of contacting Worthing Museum to give a talk on local archaeology/Big Dig. 	
9.	<p>Date of Next Meetings</p> <p>Tuesday 10th April 2018 at 7.30 pm in the Village Hall. This will include the Parish Meeting Annual Assembly</p> <p>BVC AGM: Saturday, 30th June at 10.30 pm</p>	
	<p>Agreed as a true record:</p> <p>..... Date:</p> <p><i>for</i> Burpham and Wepham Village Committee and Parish Meeting</p>	