

# **GRAFFHAM PARISH COUNCIL**

## **DRAFT DRAFT MINUTES OF THE MEETING OF THE ANNUAL MEETING OF THE PARISH OF GRAFFHAM HELD ON**

Friday 17<sup>th</sup> May 2019 AT 7.00PM AT THE EMPIRE HALL, GRAFFHAM

**Present:** Cllr. H. Charman, (Chairman), Cllr. C. Ainley, Cllr. P. Churchward, Cllr. S. Mackie,  
Cllr. S. Macqueen and Cllr. J. Uphill.

**In Attendance:** Ms. Tracy Rowe, Clerk  
Approximately 14 Members of the Public

1. **Welcome by the Chairman and introduction of Graffham Parish Council (GPC) Councillors**

The Chairman of the meeting, and Chairman of Graffham Council (GPC), Cllr. Charman, welcomed everybody to the meeting and thanked them for attending. He introduced himself and explained that those seated with him at the table were GPC Councillors along with Tracy Rowe, GPC's Clerk and Responsible Financial Officer. Each GPC Councillor then introduced themselves.

2. **To receive any apologies for absence**

Apologies had been received from CDCllr. Alan Sutton, Mrs H. Martin, Headteacher, Graffham Infants School and GPC Cllr. T. Richardson

3. **Minutes of the Annual Meeting of the Parish of Graffham held on Monday 14 May 2018**

These minutes had been on the website [www.graffhamonline.co.uk](http://www.graffhamonline.co.uk) and on the notice board outside the Empire Hall. The Chairman asked those present to consider if they were an accurate record of the meeting, and if there were any changes to the draft minutes which needed to be made. There were no suggestions of amendments made.

Mr. Bernard Bayly nominated the minutes as approved. This was seconded by Mr. Richard Davidson. The minutes were approved as a correct record and duly signed by the Chairman of this meeting, Cllr. H. Charman.

4. **Matters Arising**

There were none.

5. **Chairman's Report**

GPC's Chairman, Cllr. H. Charman read his report, which is reproduced below in full.

"As in prior years, much has been done, as may be seen from the published Council Minutes on notice boards and on line. That said, I would like to highlight the following which have an underlying aim of retaining our Downland village.

**Planning Applications**

This topic takes up a great deal of time of Councillors in general and that of our Planning Committee Chairman in particular. At present, the continuing issues at the Homes of Rest and at Calloways in Lavington Stud are especially time consuming.

The redevelopment at the Homes of Rest site commenced, stalled but it seems that it is about to re-start.

As to Calloways, the planning application has been repeatedly changed in various aspects. Your Council continues to monitor and respond appropriately against the background of its original objections. We understand that officials have recommended acceptance of the application, subject to various as yet unknown conditions. However, your Council will have an opportunity to explain further its views at a Committee Meeting before a final decision is made by SDNPA as it objected very strongly to decision taking by officials as opposed to SDNPA Planning Committee Members. Your Council would like to express thanks to CDCllr. Alan Sutton for his substantial help in ensuring that the application would be heard before Committee.

**Highways, footpaths etc.**

As before, this topic also consumes a lot of Councillor effort, especially that of the Councillor with the allocated responsibility. Repeated water leak matters, blocked gullies, verge damage etc and vehicle speeding in the village have been recurrent topics. Your Council applied for a reduction in the speed limit from 30mph to 20mph in the village, but this has been rejected by WSCC. Nevertheless, please drive at a safe speed, even if complying with the existing limit.

**Potholes**

Residents will be aware of the continuing local problem of road potholes, of which some are outside of our Parish boundary. May I remind residents that, as a simple guide, holes into which a tennis ball could fall unseen should be reported to WSCC. A golf ball is not enough!

**Dog Waste**

There have again been complaints about dog waste. May I ask all dog owners to ensure that, unless use be made of an available dog waste bin, as now on the Recreation Ground, waste should be taken home for disposal.

**Verge Damage**

I mentioned verge damage earlier. It's a complicated matter but the Council continues to ask residents to ensure delivery vans, visitors' cars, builder's lorries, oil tankers etc are not parked on the verge.

### War Memorial

Residents will have seen the major clean up, clearance etc carried out at the War Memorial site. This was instigated by one volunteer, assisted by others later. Your Council has received a number of messages of appreciation of the result and our thanks go out to all volunteers involved and also to the Stud for the much improved fencing. Graffham does not have many public sites but the War Memorial is one of these and is much valued.

### Selham and South Ambersham

I am pleased to report that we have received no requests, complaints etc from our residents.

### Telephone Box

As residents will be aware, your Council adopted our traditional telephone box as an architectural feature. However, the box needs cleaning etc. If you can assist on a voluntary basis, please contact Tracy Rowe, our Parish Clerk

### Recreation Ground

Your Council has three representatives on the Recreation Ground Committee and has been closely involved in activities there. Councillor Chris Ainley is the new Chairman of the Committee and will be speaking later

### Housekeeping

To date, the Parish Accounts have been given a so called "clean" approval by our internal auditor. At its January Meeting, the Council agreed an unchanged village precept of £13,000 for 2019/20. This amounts to £39.57 per average Band D Council tax paying household, again the same as last year

### Katherine Maud Guillod Trust

Councillor Simon Mackie will be presenting the formal accounts later. However, I would like to take this opportunity to remind residents that the Trustees are always ready to consider applications for funding provided they fall within the terms of the Trust. Details may be obtained from Tracy Rowe.

### Policing

The Police have advised that there were 22 reported crimes in the year to 31 March 2019. This compares to 13 for the year to 31 March 2018. By far and away the bulk of the crimes were thefts from vehicles. The overall year on year increase was due to a large rise in thefts from cars being carried out by one individual, since imprisoned but now released on licence.

### Chichester District Council and West Sussex County Council

Our thanks to District Councillor, now retired, John Elliot, and County Councillor, David Bradford, for their assistance over the past year in our work in the interests of the village. We also welcome our new District Councillor, Alan Sutton.

### Thanks

Finally, may I express my thanks to residents, of various ages, backgrounds and circumstances, who assist in so many ways, as instanced here, but also in the multitudinous groups, clubs etc. Without such help, Graffham would be a far lesser place to enjoy.

And, finally, may I also express my deep appreciation to my Council colleagues and Tracy of their hard work over the last year. Thank you all very much.

## 6. **Infant School's report**

Mrs Helen Martin, Head Teacher of the Lavington Park Federation consisting of Graffham Infant and Duncton Junior Schools had sent apologies. Having been invited to speak at Duncton's and Graffham's Parish Council's Annual Parish meetings this week, she had attended Duncton and Mrs Marie Bracey (Chair of Governors of Lavington Park Federation) had kindly attended this evening in her place.

Mrs Marie Bracey, thanked the Chairman for the invitation to attend, and noted that the Parish Council was very lucky to have Howard Charman as its Chairman and thanked him for his full report (as given above). Mrs Bracey explained that as the Chair of Governors of the Federation, she wished to remind us that it comprised Graffham Infant School and Duncton Junior School. She reiterated Mrs Helen Martin's apologies and conveyed Mrs Martin's appreciation for the help and support given by the Parish Council and Graffham residents. Mrs Bracey read Mrs Martin's report which is reproduced below.

"It is always lovely to be back talking to you all, and passing on information about Graffham CE Infant School. It has been another busy and successful year at Graffham and we have been happy to extend our curriculum opportunities for the children in our school.

We always put child choice at the heart of our curriculum development; and the children create some amazing things to share in class. Our curriculum is designed around questions for the children to investigate - our most successful recently was about Meercats - we were very lucky and a very friendly meercat came to visit the school.

We have been working on further developing exciting opportunities to inspire all children.

These have included:

- our very successful Wild Wednesdays - these Wednesday afternoons mean that every child in the school is either at Forest School off site, or spending time in the grounds at Graffham.

- we have begun weekly music experiences with support from West Sussex Music Service; the children take part in the amazing interactive and fun music experiences (which are funded by the Friends of Graffham and Duncton) - the Year 1 and 2 children enjoy singing, drumming and playing the recorder together.

- we have an amazing artist Dominique Kenway who continues to work with all children to produce beautiful art and clay work. Some of you may have seen the exhibition we held at Grittenham Barn at the end of last term when every child painted a self-portrait using pop art and Andy Warhol as an inspiration. It was an amazing success and raised considerable funds for the school that will be used specifically to continue this important creative aspect of the children's education.

We currently have 54 children at Graffham, and will go to 60 children for the first time at Graffham this September. Our finances are still a cause for concern, as every school in country will lose £40k from their budgets over the next two academic years, being £20k for each of the two years. We have a superb PTA (Friends of Graffham and Duncton FGD) who last year raised about £16k to enhance the opportunities at both schools.

Forest School continues to be a strength, and we love going into Ash Copse to spend time learning about our environment.

We are very grateful for the support we receive from this Parish Council and from local people.

If you would like to support the school in any way, please let us know.

FGD Facebook page, always can see what we are up to!

Donations page- Justgiving site, and our school lottery.

Donate for something specific or for something that the school can choose where the money goes.

Always know that it is vital that we stay a thriving school in the midst of your village, thank you for inviting me".

Following her speech, Mrs. Bracey explained that 60 pupils at Graffham School was the maximum number possible, and would comprise two classes of 30 children each

A parishioner queried what was being done by Graffham School to modify the issues caused by traffic to the school. It was noted by another parishioner that the school run traffic could not be attributed to just Graffham Infant school, but also to parents and staff from Seaford College and that lately, it had seemed as if the driving had been more considerate.

Mrs Bracey explained that the school had staggered start times, with some children arriving early for breakfast club, and also a mini bus service running between Duncton and Graffham Schools at both the start and end of the day. Thus, children who lived nearer Graffham could be dropped off at Graffham but be taken to Duncton and returned to Graffham by mini-bus. The reverse happened for children travelling from and to Graffham, from Duncton. This service reduced the amount of parking near the schools.

It was noted that it was a shame that the parish council had been unable to obtain a 20mph speed restriction and Mrs Bracey welcomed suggestions on how to make parents slow down. It was stated that the Slow Down signs which had been made by the children previously had seemed effective.

A parishioner noted that recently he had been amazed at how many cars had been parked from the school right down to the bottom of the hill. It was noted that these parked cars may actually have been connected with a funeral which had been taking place at the Church. Mrs Bracey stated that when the school is informed that a funeral is taking place, the school transports children to Duncton at collection time, thereby freeing up car parking spaces near the school.

Cllr. Uphill queried the financing and structure of the nursery school and was informed that the nursery school is a completely separate Charity in its own right. It pays the school for rent of the site, and has about 20 children who attend, although they are not all present at the same time.

Mrs Bracey stated the Graffham Infant School is funded an amount per child, plus it, along with all other similar schools, is given a lump sum of £150k. It is this lump sum which is being reduced by £20k for each of the next two years.

Mrs Bracey apologised for not knowing, at that particular moment, the percentage of children who currently attended the school and actually came from Graffham Parish.

Having confirmed that there were no questions, the Chairman thanked Mrs Bracey for her report.

7. **Chichester District Councillor's Report.**

CDClr. Alan Sutton was not present.

8. **West Sussex County Councillor's Report.**

WSCllr David Bradford stated that he had been in communication with CDClr. Sutton after he had attended GPC's Annual Meeting of the Council on Monday 13 May. Similarly, he and CDClr. Sutton would communicate following this meeting. He explained that CDClr Sutton was responsible for, amongst other things, housing and planning matters whilst he was himself responsible for potholes, policing, schools etc.

He noted that on his way to this meeting he had looked at a pothole reported to him by CDClr. Sutton and he would now initiate action.

WSCllr. Bradford stated that whilst residents were advised to report potholes on the [love.westsussex.gov.uk](http://love.westsussex.gov.uk) website he stated that it would be quicker if residents were to email him, as preferential treatment would occur within 3 days. This matter was of particular concern to him and he would be vigilant in attempting to sort out pothole issues.

WSCCllr. Bradford had visited, along with the member of WSCC staff with responsibilities for schools, Duncton Junior School and had been very impressed. He had a particular interest in its Special Educational Needs Programme (SEND) and had noted the very high level of care given to pupils at Duncton.

WSCCllr. Bradford was liaising with Katy Bourne, Sussex Police & Crime Commissioner, noting that he had a "hotline" to her in case of matters of an urgent nature. He stated that there were crime issues in the larger cities in the Sussex counties and all was being done to ensure that this area did not suffer from similar problems.

WSCCllr. Bradford stated that he could be the first point of call with issues relating to public transport and buses. He noted that WSCC had been admonished for its rating of inadequate for children's services – caring for some 700 children in care within West Sussex. WSCC had injected some £0.5million to try and improve its service.

Closing, WSCCllr Bradford. noted that he and his wife Ann, regularly attend social events at Graffham and dine at The Foresters. He enjoys all the area has to offer.

Having clarified that there were no questions, he and Ann, were thanked by the Chairman for their attendance and report.

9. **All Saints Chapel Trust - Trustees Report.**

Copies of the following documents had been included in the paperwork made available to all those present: All Saints Chapel Trust – Trustee's Annual Report For the period 1 January 2018 to 31 December 2018, plus All Saints Chapel Trust (Charity no. 215467) Receipts and Payments Account and Statement of Assets and Liabilities at period end 31 December 2018.

Mr. Clive Rowntree, having been welcomed by the Chairman, gave a report and noted that 2018 was a good year for All Saints Chapel and Cottages.

The Chapel has benefitted greatly from the arrival and support of Reverend Vivien Turner as Priest-in-Charge of the Parish of Graffham with Woolavington, who has introduced weekday morning prayers in addition to the regular Sunday services and special services at Easter and Christmas, which continue to be much appreciated by the regular members of the congregation and by visitors.

The Trustees again thank the tenants greatly for their care of the Chapel and the gardens. All three cottages were occupied throughout the year.

Water from what appears to be a spring has been affecting the garden of one of the cottages. An investigation process was commenced, seeking to find a remedy. When there is a downpour, a great deal of water from The Street is channeled through a pipe which runs along the back of the Chapel and Cottage gardens. A sizeable root-ball from shrubs growing above the pipeline was found and removed – but the apparent spring water problem persisted. Subsequently, a solution involving replacing a section of the old clay pipe with perforated land drainage pipe has been proposed and is being considered by the Trustees.

Mr. Rowntree was warmly thanked by the Chairman for attending and giving the report.

Referring to the accounts within the pack of paperwork made available, Mr. Rowntree noted that

Total Receipts for the year were £8,544

Total Payments for the year were £2,834

Net Receipts were £5,710

At the year end, funds with Lloyds Bank, Nationwide Building Society and in the CBF Church of England Deposit Account totaled £41,423, up from £35,713 at the previous year end.

Having concluded his report, Mr. Rowntree thanked his two co-trustees, Mrs Diana Kingsmill and Mr. Robert Knight, who was both Trustee and Treasurer.

In response to a question, Mr. Rowntree stated that the rent per cottage is very modest – a fraction of the market rate. These rents had been increased very slightly each year and each cottage now had the same rental rate. He explained that All Saints Chapel Trust had originally been set up to help elderly people of slim means and low income. There was a waiting list and a selection process, and priority was given to those of local connection, but especially those long-term Graffham residents with financial need. But this was at the discretion of the Trustees and at times that discretion was exercised – if for example, a vacancy occurred but there was no elderly person who wished to move in at that time.

Mr. Rowntree and Mr. Knight were both thanked by the Chairman for their attendance and for the detailed report.

10. **Empire Hall Report**

Mr. Jim Kirke, Chairman of the Empire Hall Committee gave a report, which is reproduced in full below:

"The last 12 months has been one of working towards completion of what this committee started some five years ago.

**The Hall as a Hub of the Local Community**

The activities at the hall continue to evolve.

We now have Ben Banbury's Aerobic and Conditioning class on Monday mornings, Yoga on Tuesday mornings and Zumba on Tuesday evenings, Sculpt Circuits with Ben Banbury on Wednesday evenings, Ease into Exercise

on Thursday mornings and Badminton on Thursday evenings with Pilates on Friday mornings. In addition, Anna Shawcross' Osteopathy clinics are available a number of different days of the week and Vikki Wood the Foot Health Clinician with Great Feet continues her regular monthly visits.

With the hall enhancements currently in progress the flexibility of use of the hall will be greatly improved allowing simultaneous use and access to the Committee Room, Main Hall and Treatment room with a massive improvement in sound insulation between these rooms. So there is scope for more activities to take place in the hall.

One of the key community facilities of the village, the post office, continues to operate on Tuesdays and Thursdays and the hall is the main store for all Graffham Health Support Association equipment.

The hall is very grateful for the continued support of the Lunch Club, Graffham Empire Movies (GEM), Graffham Garden Group, Graffham Parish Council, Thursday Club, Ladies Club, Parochial Parish Council and many more.

#### Self-Funding

I am happy to share that for the fourth year in a row, our primary objective of keeping the hall as self-funding has been maintained i.e. income from hires of the hall have covered the running, licensing and costs of compliance. It is anticipated the current works, bringing the hall facilities up to 21st century expectations, will boost both community focused and private hires.

#### Grants

Two grants have been secured and a third grant is currently in application progress.

We have secured £72,000 from the LEADER fund through West Sussex County Council (we needed to provide £18,000 to secure this grant) for the hall enhancement project and a further £2,500 towards the new soundproof curtains.

We are now at the last stage of the application with Big Lottery Fund for £115,000 to complete the enhancement project mainly focused in the garden of the hall.

#### Compliance

The hall committee continues to jump through all the regulatory hoops maintaining compliance and in addition we carried out our regular five yearly building survey. The building is sound, but as ever various little jobs are required and we are getting some early warnings that the remaining life of the roof is likely to be around 10 more years.

#### Fund Raising

Hopefully we can get some grant support to complete these various works, but we need to demonstrate an ability to contribute significantly to these costs. Therefore, I am pleased to report that with the great support for the Easter Market, Burns Night, Dad's Army and the Queen Tribute night we have raised over £8,000 to put aside in preparation for these future works.

These events also provide great entertainment in the village and introduce the hall to potential new users.

#### Hall Enhancement Project

The project aims to:

Increase the flexibility of how the hall can be used.

Improve the kitchen and toilet facilities.

Replace the outside storage space.

Enhance the outside area at the back of the hall.

Over the past few years, plans have been shared with neighbours of the hall and at village meetings, providing very helpful feedback on both the improvements and design. Outside works are in the process of gaining planning approval, all the internal works currently underway do not require planning permission.

This project was always intended to be 100% grant funded and this remains the case. However, the final target grant source, The Big Lottery Reaching Community Buildings, will be dependent on achieving this.

#### Looking ahead

The Hall AGM is on Monday June 17th at 7.30pm where a fuller report will be provided and the key task of electing committee members will take place.

The posts to be elected are:

Chairman, Treasurer, Bookings Secretary, Building Manager and Secretary. Please do not be shy in putting yourselves forward. At this stage the only role with no candidate is the Chairman. After more than 5 years in role and having generated over £150,000 (excluding the Big Lottery Fund currently in application) worth of improvements in the hall, I will be not standing for re-election. I will see through the building works and grant processes currently underway and I am happy to continue organising live entertainment as long as the hall committee is happy for me to do so. I would like to take this opportunity to thank the Parish Council for its support of the hall and the various projects that the hall has undertaken.

In conclusion, the hall has had another good year. Ideally, this unique upgraded facility, the Empire Hall, will be increasingly considered as one of the obvious places to hold a gathering and to continue its role as a hub for the many different groups in the local community.

Very importantly, your support is needed to ensure its continuity. Please help support by spreading the word that there is a spacious, attractive, warm, well-appointed, and reasonably priced venue here in Graffham available to be used.

Mr. Jim Kirke was thanked by the Chairman for his attendance and very full report and a member of the public commented on what a fantastic facility the Empire Hall was.

11. **Parish Council Accounts 2018 - 2019:**

The following documents were circulated as part of the paperwork given out to the meeting: "Graffham Parish Council Receipts and Payments Year to 31 March 2019" and "Graffham Parish Council Budget compared to Actual Year to 31 March 2019".

Cllr. Simon Mackie, Chairman of GPC Finance Committee, thanked Tracy Rowe Clerk/Responsible Financial Officer for having prepared the accounts, noting that parishioners could see from the copies available in their packs, that the accounts were comprehensive and yet straightforward with helpful explanatory notes. Cllr. Mackie presented the accounts and his report is reproduced below:

Referring to the document "Graffham Parish Council: Receipts and Payments Year to 31 March 2019", Cllr. Mackie drew attention to the column headed 31 March 2019 and noted that that total receipts for the year amounted to £13,444, with the vast majority coming from the £13,000 precept and that total payments shown at the bottom of the page amount to £13,460, leaving a deficit for the year of a very modest £16.

He stated that he did not propose to go through the entries listed, as he believed they were generally self-explanatory and, were broadly similar to those relating to the previous year which were set out on the far-right hand column (31 March 2018). However, he invited questions should there be any.

Cllr. Mackie noted that on the following page, Note 1 explained that the balance at the bank was £8,917, broadly the same as the position last year. Note 1 explained this in more detail, highlighting that a further amount of £3,387 was due to the Recreation Ground in relation to the reimbursement of Vat for the Pavilion works which would be paid over in due course.

The document headed "Graffham Parish Council: Budget compared to Actual Year to 31 March 2019" provided a comparison of the actual spend for the year to March 2019 as against what was budgeted. Comprehensive notes over the page had been provided so again Cllr. Mackie did not go into any further detail, but invited questions. He noted that, the actual spent for the year, on the bottom of the page, was almost exactly what was budgeted.

The accounts had been approved by the internal auditor.

12. **Katherine Maud Guillod Fund Accounts 2017-18**

The document entitled "Katherine Maud Guillod Fund accounts as of 31 March 2019" had been circulated as part of the paperwork for the meeting. Cllr. Simon Mackie, Chairman of GPC Finance Committee, presented the accounts.

Cllr. Mackie stated that for those not aware of what the Katherine Maud Guillod Fund was, it was a charitable trust set up in around 1925 for the benefit of the local area. In accordance with the terms of the trust, the income is distributed each year: 50% goes to the Graffham Health Support Association, 25% to the Thursday Club and 25% remains for distribution at the discretion of the Parish Council for charitable grants to persons or institutions connected with the village. In this instance, the trustees used their powers of discretion to make an additional donation of £185 to the Graffham Infant School to supplement the £450 gifted last year to help with the creation of a sensory space which, as we understood, had been a tremendous success.

Looking at the column second from the right entitled "31 March 2019", he noted that total receipts amounted to £2,256 and total payments amounted to £1,722, leaving a surplus for the year of £534. The closing cash balance was broadly in line with that of the previous year whilst the total fund value is some £4,500 greater than last year.

Again, the Accounts had been approved by the internal auditor.

Cllr. Mackie thanked the Clerk/RFO for having prepared the accounts.

A member of the public asked for an explanation as to why in the GPC Accounts "Budget to Actual Year to 31 March 2019", there had been a budgeted amount of £1000 for Parish works, yet only a spend of £300. It was noted that this was for works associated with the Oak tree at the War Memorial but that the Clerk/RFO would supply a more detailed explanation following the meeting. Cllr. Mackie was thanked by the Chairman.

13. **Graffham Recreation Ground Report and Accounts 2018-19**

The Receipt and Payment Accounts for Graffham Recreation Ground for the year ending 31 March 2019 had been made available to all, in the pack of paperwork circulated at the start of the meeting.

Cllr. Chris Ainley, Chairman of Graffham Recreation Ground gave a report:

There had been a change in personnel on the Graffham Recreation Ground Committee.(GRGC) Mr. Simon Mitchell had left and sincere gratitude was offered to him for his many years of voluntary service. Mrs Hilary Major would also be leaving and again, sincere thanks were offered to her for the role she had played.

Responsibilities had been assigned to the following members:

Chris Ainley	- Chairman
Peter Carr	- Bookings
Sona Gillespie	- Playground
Beetle Clay	- Bar
Bernard Bayly	- Treasurer/Outside Waste

Kym Pegram - Facilities and Maintenance

All would temporarily be fulfilling the secretarial duties (minute taking etc) as there was currently no Secretary (an appointment would be made)

Accounts The Receipts and Payments Account Year Ended 31<sup>st</sup> March 2019 were included in the pack of documents given out. Cllr. Ainley/Chairman of the GRGC pointed that there had been receipts in 2019 of £16,734 of which £8,371 were receipts from the fete. Payments were £9,750 giving a net surplus of £6,984. There was a bank balance of £26,281 which would decrease due to projects soon to be undertaken.

Fete. Mrs. Ginny Barrett would be taking the lead on the Fete for the last time this year. It would take place on Bank Holiday Monday as previously. Any help and ideas would be gratefully received – the fete is a full village effort. It was necessary for the fete to become even more commercially successful as only some £3,387 VAT was still due to be reimbursed to the GRG, being the VAT retained by GPC relating to the pavilion works and the works to repair drive way, create car park etc.

Projects. The existing sheds would be replaced by one new shed with double doors. The 2 large leylandii would be felled at a suitable time.

Cllr. Ainley offered his thanks to anybody who contributed to the £250 raised by the Justgiving page.

A dog waste bin had been installed at the recreation ground, positioned on the corner of the lane from the War Memorial, where it turned right towards the pavilion.

Once the new shed was in place, the next priority would be to make the playground safe and for it to be a feature that Graffham would be proud of. It was suggested that Cllr. Ainley contact Duncton Parish Council's Clerk for advice on available grant fund raising.

Cllr. Chris Ainley was thanked for his report.

14. Public Questions There were none.

15. Any Other Business.

There was none.

The Chairman thanked all those present for attending and the meeting ended at 8.03pm

These minutes are an accurate record of events.

.....Chairman

.....Date