NUTHURST PARISH COUNCIL

Minutes of the Parish Council Meeting
held on Wednesday, 6th July 2016
St Andrews CofE School, Nuthurst
commencing at 8.00 p.m.

PRESENT: Mrs V Court (Chairman)
Mrs F Boulter
Mrs J Chaytor
Mrs G Dixon (Vice Chairman)
Mrs A Gaffney
Mr O Hydes (OBE)
Mr T Nelson

Also in attendance were County Councillor B.R.A.D. Watson, District Councillor T Bradnum and three members of the public.

0107/16 APOLOGIES FOR ABSENCE were received from Councillor D England, Councillor J Mercer and Councillor J McClean.

0207/16 DECLARATIONS OF INTEREST none.

0307/16 CHAIRMANS ANNOUNCEMENTS the Chairman commented that the recent BBQ, to thank the members of the Neighbourhood Plan Steering and Focus Groups, had been a great success.

Medeci, the Asset Management company for the Dun Horse circulated a letter inviting residents to attend a meeting outside the Dun Horse on 2nd July 2016. There were no drawings available and the representatives were noting resident's views on the future possibilities for the site. The meeting was not very productive and appeared to be a `box ticking exercise', the representatives advised that all options were still open.

0407/16 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING
The minutes of the Full Parish Council meeting held on 1st June 2016 were approved as a correct record of the meeting and the Chairman signed the minutes at the close of the meeting.

0507/16 TO RECEIVE THE REPORTS FROM THE SUB-COMMITEES none.

0607/16 TO ADOPT COMMITTEE AGREED REPORTS (PREVIOUSLY CIRCULATED)
The report from the Planning Committee meeting held on 15th June 2016 was adopted by the Parish Council.

0707/16 MATTERS ARISING FROM THE MINUTES

i. FULL PARISH COUNCIL MEETING

1106/16iii Planning Updates
Councillor Hydes attended the Development Control North Committee Meeting on 7th June 2016 and the Parish Council were praised for planning application DC/16/2493 being included in the Neighbourhood Plan.

2306/16 Councillor/Neighbourhood Plan Get Together
Councillor Hydes also commented on the success of the BBQ and thanked the Parish Council and Clerk for arranging the event.

ii. PLANNING COMMITTEE MEETING

3006/16 Planning Applications
WSCC Highways have confirmed that the second driveway at Millers Mead was already in existence and has just been re-instated. HDC have also been notified because the driveways have been constructed from a WSCC non-standard material.

0807/16 CORRESPONDENCE

i. Horsham District Council

(a) Email dated 7th June 2016, from Sue Franks, outlining HDC's Rural Car Parking Proposals.

ii. West Sussex County Council

(a) Email dated 9th June 2016, from Jo Kenworthy, providing details of the survey asking residents views on the temporary bus stop suspension along A24, A264 and A259.

(b) Email dated 22nd June 2016, from Louise Goldsmith providing details of the `What matters to you' survey, 5th July to 30th August 2016.

(c) Email dated 22nd June 2016, from Paula Buckland, providing a reply to the Clerks letter re the closure of Sedgwick Lane for a week.
The Parish Council did not receive a satisfactory reply from WSCC.

(d) Email dated 27th June 2016, from mail@westsussex.vuelio.uk.com, providing the details of the new Chief Executive, Nathan Elvery.

iii. General Correspondence

(a) Email dated 1st June 2016, from David Christian, Chair of Governors, thanking the Parish Council for St Andrews School annual grant cheque.

(b) Letter dated 6th June 2016, from Steve Cottingham, Hon Treasurer, thanking the Parish Council for both the PCC and the Links annual grant cheques.

iv. Sussex Police

(a) Email dated 25th June 2016, from Sue Poynter, advising that she will be retiring/taking early redundancy effective 3rd July 2016.

The above items of correspondence were noted.

0907/16 DISTRICT AND COUNTY COUNCILLORS REPORTS

County Councillor B.R.A.D. Watson advised that the new Chief Executive, Nathan Elvery, had come from a post in Croydon and had a wealth of experience.

The implications of the Brexit vote are unknown, there may be potential funding cuts. WSCC have been fortunate to receive £80,000.00 from the Governments pothole fund and the seven Districts will each receive additional funding to assist with road repairs.

The Clerk was asked to forward details of all the potholes and highway issues in the Parish to the County Councillor.

The Chairman commented that Balfour Beatty `self-certificate' the repairs and this policy is obviously not working.

District Councillor, Toni Bradnum, advised that the decision on the Gabion Wall in Sedgwick Lane had been deferred and the HDC Councillors have promised to drive down the road before the matter is discussed again. The District Councillor continued `the wall is structural and the planning officers are not engineers'.

Councillor Hydes commented that the wall had been built without planning permission and to deter future developers an example should be set. The District Councillor commented that a `stop notice' should have been issued.

The waste collection vehicles will be replaced in 2018 with rear loading lorries and will be operated by one driver and two loaders.

The Boundary Review will be taking place and the number of District Councillors may increase.

1007/16 PUBLIC FORUM

Susan Petritz spoke in objection to planning application DC/16/0665, a number of residents in Sedgwick Park have a `right of way' over North Drive and the gate has restricted their access. The grant application form submitted to Natural England was completed incorrectly and the neighbours were not consulted.

Susan Petritz asked the Parish Council to object to the application until the application form had been completed correctly. There is a course of correspondence, from the residents in Sedgwick Park, to Natural England on the matter.

1107/16 PLANNING MATTERS

i. NEW APPLICATIONS

DC/16/0665 17/06/2016 **RESOLVED**	**Subsidiary gates to support previously approved cattle grid in order to finalising Grazing by sheep of the Historic Parkland in an Area of Article 4 Designation, in order to satisfy Conservation Management Plan.** Sedgwick Manor, Sedgwick Park, Horsham **To object to this application, the proposal severely restricts the resident's rights of way and the Parish Council understand that the original application to Natural England was incorrectly completed and contains inaccuracies.**
DC/16/1275 16/06/2016 **RESOLVED**	**Two storey side extension.** Corner House, Brighton Road, Monks Gate **To object to this application because the site will be overdeveloped, the proposal will spoil the character of the corner plot and will cause a hazard to motorists view at the Nuthurst Road junction.**
DC/16/1465 29/06/16 **RESOLVED**	**Surgery 1 x Ash tree and 4 x Oak trees.** Braidland, Park Lane, Maplehurst **To raise no objection to this application, however T3 and T5 are not on the applicants the land, the landowners have been contacted and they have no objection to the works providing prior permission for access is sought and any timber arising is left with them.**

ii. DECISIONS OF DEVELOPMENT CONTROL COMMITTEE (NORTH)

PERMITTED - DC/13/0670, DC/13/2025, DC/15/2493, DC/15/2569, DC/16/0729**,** DC/16/1096, DC/16/1022 and DC/16/1175.

REFUSED - DC/16/0992.

iii. APPEAL DECISION – Allowed DC/15/2719

iv. PLANNING UPDATES

(a) SHELAA

The Clerk has received acknowledgments of the letters written to Dr Chris Lyons and Barbara Childs and is waiting for their replies.

(b) DC/14/1755 Swallowfied Nursery

The Clerk is waiting for a reply from Amanda Wilkes.

(c) Neighbourhood Plan BUAB for Mannings Heath – Correction of Mapping Area

A further letter has been written to Maggie Williams requesting for a correction of the mapping area in the Neighbourhood Plan. Under Section 61M(4) of the Town and Country Planning Act 1990, as applied to Neighbourhood Plans by Section 38C(2)(c) of the Planning and Compulsory Purchase Action 2004, enables a Local Planning Authority to modify a Neighbourhood Plan they have made for the purpose of correcting errors. The relevant qualifying body must consent to the modification.

Nuthurst Parish Council, as the relevant qualifying body, requests Horsham District Council, as the Local Planning Authority, to correct a mapping error in its Neighbourhood Plan.

The letter has been acknowledged and has been passed to HDC's Legal Department.

1207/16 PARISH DESIGN STATEMENT

Councillor Hydes provided the following update on the Parish Design Statement;

'At the last meeting I reported that the Working Group was about to have its third meeting to consider and discuss proposals for guidance on house design and building materials. At that meeting we used the criterion that new houses needed to be sympathetic to the existing street scene and our largely rural environment. So we agreed that we would like to see the use of designs that are traditional in the

Parish for example using tile-hung walls enhanced by patterns, clapper board walls, tiled roofs and roof lines enhanced by ridge tiles and barge boards.

Following that meeting a first draft of the complete Parish Design Statement has been prepared and it will be considered at the next Working Group meeting on 12 July. If necessary it will be modified to take into account comments. The draft Parish Design Statement contains photographs of part of residents' properties to illustrate the features we would like to encourage. Each of these residents has received a letter from the Parish Council with the relevant photograph so that they could withhold their permission. Two residents have withheld their permission despite the fact that their properties can be viewed on google earth and other mapping sites.

Since Horsham District Council expect residents to be consulted on the Parish Design Statement, we have arranged to have two Open Days with Exhibitions to get residents views on the main guidance and recommendations. These events are being held

1) On Thursday 4 August 2016 at St Andrews School, Nuthurst between 7 and 9 pm; and
2) On Saturday 6 August 2016 at Mannings Heath Village Hall between 10 and 12am.

I hope as many Councillors as possible will attend one or both events. The exhibition boards are currently being prepared. The events will be publicised in the LINK, on the Parish Notice Boards and on the Parish Council and Neighbourhood Plan websites. I have managed to borrow the exhibition boards free of charge from HDC but there will be a cost to hire the two venues and to print the posters to go on the boards. We hope to get the posters printed by a parishioner at a competitive price.

The Draft of the Parish Design Statement will be amended, if necessary, following the consultation. Then I intend to bring it to the Parish Council meeting in September for discussion and hopefully approval. After that it will be submitted to Horsham District Council, who we hope will approve it as supplementary planning guidance to be used along with our Neighbourhood Plan when Horsham District Council considers planning applications.

1307/16 LOCAL ASSOCIATION AND OTHER BODIES REPORTS none.

1407/16FINANCE

i. To approve the following items of expenditure: -

	Net £	VAT £	Totals £
Accounts paid by Direct Debit			
EDF Energy Street Lighting Energy	150.18	7.51	157.69
Accounts paid at this meeting			
Mrs S Hall Expenses			
Internet Access	17.99		17.99
Travel	31.50		31.50
Postage	11.21		11.21
Mrs V Court (Expenses June 2016)			
Internet/Stationary	10.00		10.00
Mrs G Dixon (Expenses June 2016)	15.30		15.30
Sarah Hall Office Allowance (Apr, May & Jun)	87.50		87.50
Sarah Hall Salary May 2016	738.13		738.13
Playsafety (RoSPA Report 2016)	70.00	14.00	84.00
SSE (Lime Kiln Road)	102.34	20.47	122.81
SSALC (Chairmanship Training)	110.00	22.00	132.00
Information Commissioners Office (Data Protection)	35.00		35.00
Peter J Consultants (Internal Auditor)	158.71		158.71
HALC (Subscriptions 2016/2017)	15.00		15.00
Total	**£1,552.86**	**£63.98**	**£1,616.84**

The above accounts were approved for payment and the following transactions were included in the accounts for July 2016;

Accounts paid between meetings			
The White Horse Inn (Summer BBQ)	297.50		297.50
Total	**£1,850.36**	**£63.98**	**£1,914.34**
Deposits paid into Nat West Current Account			
Summer BBQ (Councillors and Guests £8.50 each)	144.50		144.50
Total Deposits	**£ 144.50**		**£ 144.50**

i. To approve and sign the bank reconciliations for May 2016 – **Approved and signed**.
ii. Receipt of a bankers draft from Santander for the sum of £6,449.35 – **Noted.**
iii. To discuss closing the Santander account.
RESOLVED to close Santander account number R15303841NUT.
iv. To approve the cost, £78.00 each, for the Chairman & Vice Chairman to attend the Chairman's Networking Day on 27th September 2016 **– Approved**.
v. To note the National Salary Award for 2016 increases the Clerks salary to £8.924 per hour, effective 1st April 2016 - **Noted.**

1507/16 MANNINGS HEATH VILLAGE GREEN

i. To provide an update on Village Green matters.
The Cricket Club have been forwarded a copy of Bartlett Tree Experts 2014 Tree Report.

ii. To discuss the 2016 RoSPA Report.
The RoSPA 2016 Report identified the following risks:

- The fence around the play area is rotting in places (low risk) – address when required.
- The latch on the gate facing the Village Green needs replacing – arrange for the latch to be replaced.
- Suggestion that buffers could be put down the gate closures (low risk) – no action required.
- Log Train too near fence (medium risk) – no action required, play area not used when Cricket is being played.
- Wetpour coming away around the edge of the rocker – challenge RoSPA, wetpour replaced in April 2016.
- Swings rusty ad need painting – in hand, waiting for painter.
- Lugs on the swings worn – The Chairman to arrange for the swings to be examined.

1607/16 HIGHWAY MATTERS.
The Clerk has reported a number of potholes on the lovewestsussex website and will advise the County Councillor of all the outstanding highway issues in the Parish.

1707/16 ST ANDREWS SCHOOL
Include the formalities for requesting a 20mph speed limit outside St Andrews Primary School on the agenda for the next Roads & Footpath Committee meeting.

1807/16 COUNCILLOR TRAINING/SEMINARS
The Councillors are in receipt of the details of SSALC training events.

1907/16 CO-OPTION OF A NEW COUNCILLOR
A `Notice of Councillor Vacancy' has been put on the Parish Councils website and notice boards throughout the Parish. The notice expires on 19th July 2016 and if an election is not required a Councillor can be co-opted onto the Parish Council.

2007/16 WINTER MANAGEMENT PLAN
The Clerk will update the Winter Management Plan and include on Augusts agenda for approval.

2107/16 S106/CIL APPLICATION
The commemorative plaque will be placed at the fingerpost, opposite Mannings Heath Village store.

The Clerk has spoken to Melanie Stowell re the S106 application, upon receipt of a copy of Heritage Fingerposts invoice, photographs of the restored fingerpost/plaque and an invoice for £1,610.00 from the Parish Council HDC will consider the payment.

207/16 MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA.
The fingerpost on Hammerpond Road, at the Golding Lane junction has been damaged by a large vehicle, one on the fingers has been dislodged and the post is no longer vertical.

To assist with the cost of replacing the fingerpost WSCC were asked if they would contribute the cost of replacing the heritage fingerpost with a metal post. Unfortunately, due to budget restraints and the rural location WSCC do not have the resources to finance a replacement sign.

The heritage fingerposts are included on the Parish Council's insurance policy and County Councillor B.R.A.D. Watson advised that he would speak to the highway department re assisting with the cost of the replacement post.

The meeting closed at 9.10pm