

NUTHURST PARISH COUNCIL

Minutes of the Parish Council Meeting
held on Wednesday, 5th September 2018
St Andrews CofE School, Nuthurst
commencing at 8.00 p.m.

PRESENT: Mrs V Court (Chairman) Mr T Nelson
Mrs J Assassi
Mrs F Boulter
Mrs J Chaytor
Mrs G Dixon
Mrs A Gaffney

District Councillor Toni Bradnum and one member of the public were also in attendance.

0109/18 APOLOGIES FOR ABSENCE were received from Cllr O Hydes (OBE), Cllr J Mercer, Cllr J McClean, Cllr S Turner and County Councillor N Jupp.

0209/18 DECLARATIONS OF INTEREST none.

0309/18 CHAIRMANS ANNOUNCEMENTS The Chairman offered the Parish Councils condolences to Mr N Cowley on the recent death of his mother.

0409/18 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING

The minutes of the Full Parish Council meeting held on 1st August 2018 were approved as a true and correct record of the meeting and signed by the Chairman.

0509/18 TO RECEIVE THE APPROVED MINUTES FROM THE SUB-COMMITTEES

The minutes from the Planning Committee meeting held on 18th July 2018 were adopted by the Parish Council.

0609/18 CORRESPONDENCE

CORRESPONDENCE – to receive and discuss correspondence received by Council.

i. Horsham District Council

- a) Email dated 3rd August 2018, from Rachel Evans, offering for a member of the Voluntary Sector Support Team to visit the Parish Council and provide an update on the support offered by the VSS Team.
- b) Email dated 7th August 2018, from Gavin Curwen, providing details of a Neighbourhood Planning Conference 26th September 2018.
The Chairman and Cllr O Hydes will be attending the event.
- c) Email dated 10th August 2018, from Maxine Mears, providing details of 'Stage 2' of the Polling District and Polling Station Review.
Copsale Hall has been proposed as a possible venue for the 2019 Elections.
- d) Email dated 28th August 2018, from Samantha Ritchie, advising that MH Golf Club have submitted a request for a variation to their Premises Licence (plan to include lower terrace & selling alcohol from 09.00hr's)

ii. West Sussex County Council

- a) Email dated 30th July 2018, from PL MWDF, advising that the WSCC and the SDNP have adopted the Joint Minerals Local Plan for West Sussex.
- b) Email dated 6th August 2018, from CS Talk with Us, providing an update on WSCC Crowdfunding platform.
- c) Emails/leaflet dated August 2018, providing updates and Q&A on Velo South.

iii. General Correspondence

- a) Email dated 1st August 2018, from Horsham Older Persons Forum, advising 'MP's Question Time' will now be held on 16th November 2018.

- b) Email dated 9th August 2018, from Beverley Bell, HALC Secretary providing a copy of the minutes from the meeting on 26th July 2018, the next meeting is on 17th September 2018.

The Chairman will meet Glen Chipp, Chief Executive of HDC, to discuss the agenda for the annual meeting of HDC & HALC in October.

iv. Sussex Police

All correspondence included on Weekly Briefing Notes (WBN) and PC website.

The above items of correspondence were noted.

0709/18 DISTRICT AND COUNTY COUNCILLORS REPORTS

District Councillor Toni Bradnum advised that she had taken Glen Chipp around the 'troubled' sites in the Parish. They also spoke about the Neighbourhood Plan and the District Councillor expressed her concerns that the plan was not always taken into consideration by the Officers. Glen Chipp will look into this matter.

The appeal for the traveller site behind Millers Mead (DC/17/2534) is causing considerable concern and a lot of residents are objecting to the appeal.

The 10-year need for Traveller/Gypsy pitches, effective April 2018, is for an additional 57 pitches. Government Legislation stipulates that when a child from a gypsy family reaches eighteen they can expect to be allocated their own pitch in the district where they have been raised. Due to the large number of Gypsies in the district there is an increased need for Gypsy pitches, far greater than other areas in West Sussex. The District Councillor has requested HDC look into this matter.

County Councillor Nigel Jupp was unable to attend and the Chairman read the following report:

The latest Velo South flyer was programmed to be delivered over a two-week period to all the residents' houses on the route as well as adjoining roads starting in mid-August. A total of 160,000 flyers were to be distributed and Parishes were sent their copy of the flyer which provided additional access plans.

Leaflets regarding parking will be placed on vehicles along the route leading up to the event to ensure that residents are fully aware of the restrictions and alternative parking available to them in their location on the day. Velo South will be managed by 1,200 staff on the day of the event including circa 700 professional stewards and security personnel will form part of the management of the route. They will be positioned at all road closure junctions and will provide information on how to navigate around the closures.

Event signage started to be put in place on the roadsides at the beginning of September one week ahead of the original programme. All parishes were notified last month that the Velo South Frequently Asked Questions document had been updated in mid-August and it can be found on <https://www.velosouth.com/the-route/road-closure-faqs>.

Velo South organisers CSM are continuing to work with residents and businesses on access solutions and WSCC are being kept updated by CSM on this work. In addition, during the w/c 20th August CSM issued a press release to the local newspapers which the West Sussex Times incorporated in a two-page article in its 23rd August edition.

If any of the Parish's residents and business are unsure about, or dissatisfied with, the access arrangements to their homes or premises after contacting Velo South please advise them that where possible I am willing assist in their discussions with the organisers.'

0809/18 PUBLIC none.

0909/18 PLANNING MATTERS

i. NEW APPLICATIONS

DC/18/1345 10/08/2018	Demolition of existing detached outbuilding and erection of a single storey rear extension. Corner House, Brighton Road, Monks Gate
RESOLVED	To raise no objection to the application.

ii. DECISIONS OF DEVELOPMENT CONTROL COMMITTEE (NORTH)

PERMITTED - DC/18/0674, DC/18/0675 (LBC) DC/18/0676 (LBC), DC/18/0677 (LBC), DC/18/1046, DC/18/1336 & DC/18/1378.

APPLICATION WITHDRAWN - DC/18/1245

iii. APPEAL - LAND REAR OF MILLERS MEAD (DC/17/2534)

To ensure that the comments were received in time the Parish Council has already submitted their written representation to the Planning Inspectorate, if there are any further comments these must be received by 10th September 2018.

The Chairman will attend the site visit the Planning Inspectorate is making on 11th September 2018, but, access to the appeal site will only be possible with the agreement of the owner.

The Parish Council have raised the calculation for the gypsy count with HDC.

iv. PLANNING UPDATES

a) **DC/18/1763 - Certificate of Lawful Development Proposed**

Erection of a single storey rear/side extension.
3 Birch Grove, The Birches, Mannings Heath

b) **DISC/18/0275 - Discharge of the Pre-commencement Conditions**

Approval of details reserved by conditions 3, 4, 5, 6, 7, 9 & 10 (DC/17/2216).
Hawthorns, Bar Lane, Southwater

c) **DC/17/2524 Micklepage**

The applicant is appealing to the Planning Inspectorate against HDC's refusal to grant planning permission for the three dwellings.

d) **DC/17/2294 Dun Horse dwelling**

HDC refused to grant planning permission for the dwelling because *'the proposed dwelling fails to provide for adequate parking within the development to meet the needs of its future occupants and visitors'*.

e) **Ghyll House Farm**

The Parish Council have been advised by the developer that a planning application will be submitted to HDC for a further seven dwellings on the site and Cllr G Dixon suggested that upon receipt of the application all the Councillors should attend a site visit.

It was noted that a member of the public thanked Cllr A Gaffney for the amount of work the Parish Council had put into the Micklepage application.

1009/18 PARISH PLAN

i) **Improving Green Spaces in the Parish**

The order for 1230 spring bulbs has been placed and these will be planted throughout the Parish in autumn.

ii) **Parish Walks**

Jonathon Simons lead a tree themed walk on 2nd September 2018, the walk was a huge success with nearly thirty people taking part. Jonathon has been asked to lead a Spring flower walk in six months. There will be further Parish walks in the mean-time and the dates are to be confirmed.

Cllr J Chaytor and Parish Tree Warden, Penny Bullen, were thanked for helping to organise the tree themed walk.

1109/18 LOCAL ASSOCIATION AND OTHER BODIES REPORTS

Cllr J Chaytor and Cllr A Gaffney attended the Older Persons Forum at Colgate Village Hall on 29th August 2018. David Searle reported on the mobility scooter training project and offered for

representatives to carry out a training event in Mannings Heath Village Hall. The Clerk was asked to promote the possible event in the Link and on Facebook to ascertain the amount of local interest.

The meeting was also addressed by Tara Beesley (4sightvision), Brian Cooper (REMAP) and Zoe Harris (My Care Matters). Cllr J Chaytor provided the Clerk with useful information on their services and details will be included in the Link and on the Parish Councils website / Facebook page.

1209/18 FINANCE

i) To approve the following items of expenditure: -

	Net £	VAT £	Totals £
<u>Accounts paid by Direct Debit</u>			
EDF Energy Street Lighting Energy (June)	155.79	7.79	163.58
Profitable Websites (July)	30.00		30.00
<u>Accounts paid at this meeting</u>			
Mrs S Hall Expenses			
Internet Access	17.99		17.99
Travel	44.10		44.10
Postage (Recorded Delivery PI)	1.77		1.77
Postage (Stamps & Large Letter)	7.75		7.75
Printing	12.33	2.47	14.80
Jessops (Photographs)	11.69	2.34	14.03
Parking (x 2)	2.70		2.70
Cllr V Court Expenses			
Internet/Stationary	12.50		12.50
WSSC Sarah Hall Salary July 2018	1,269.52		1,269.52
Countrywide Grounds Maintenance (inv 18069)	110.00	22.00	132.00
Moore Stephens (inv 206757/206760)	305.00	61.00	366.00
Bartlett Tree Experts (inv 37960276-0)	1,550.00	310.00	1,860.00
Surrey Hills (inv NUTHU01-01)	299.00	59.80	358.80
<u>Paid between meetings</u>			
Sarah Hall Expenses			
WSSC Tree donation	150.00		150.00
J Parker (Bulbs)	139.13	27.82	166.95
Councillor Get Together	160.00		160.00
<u>Paid at the meeting</u>			
Axiom Traffic Ltd	500.00	100.00	600.00
Horsham Fencing	118.58	23.72	142.30
Total Payments	£4,897.85	£616.94	£5,064.79
<u>Receipts</u>			
Nat West Interest (July 2018)	(1.36)		(1.36)
Total Receipts	(£1.36)		(£1.36)

RESOLVED to approve the above accounts for payment.

- ii) To approve and sign the bank reconciliation for July 2018 - **approved.**
- iii) To note the approval of the 2017/2018 accounts by Moore Stephens - **noted.**
- iv) To approve the Clerk attending a SSALC Election Training event - **approved.**
- v) To approve the transfer of £4,000.00 from the Nat West Deposit account to the current account - **approved.**

1309/18 MANNINGS HEATH VILLAGE GREEN

i) **Monthly report of the play equipment**

- Mole hills continue to be a problem, the Chairman will ask Muddy Boots Garden Services to remove and re-grass.
- The fencing and gate have both been repaired.
- The grass needs cutting.

- The rubbish bin has been removed from play area again.
- Three welders have been approached for quotations to replace the lugs and weld/sand the climbing frame.
- The 30mph sign has still not replaced, the sign and cone (covering the broken end of the sign) keep being moved.

ii) Bartlett's Tree Survey & remedial works

The report has highlighted thirteen issues which require attention within 6 months and one which required attention within 7 days, the Cricket Club have kindly sawn up the branch and resolved the last issue.

Bartlett's were scheduled to attend and quote for remedial work today, but, had to postpone. Upon receipt of the quotation the Clerk was asked to request for two further quotes from local tree surgeons.

iii) Village Green matters

Covered above.

iv) Trees adjacent to the Village Green

Covered above.

v) Cricket Club issues

The Cricket Club continue to work on the site of the new pavilion and the Chairman will request a programme of work.

1409/18 HIGHWAY MATTERS

WSCC have outlined in white a number of potholes and edge ruts in the Parish, the contractor, Balfour Beatty continues to 'self-certificate' the repairs and guarantee the works.

The members commented on the poor 'workman ship' on a number of repairs in the Parish.

1509/18 SPEED DATA (A281)

The speed survey was carried out in August 2018 and the data captured indicates that vehicles were not travelling as fast as first thought.

Roger Cato will carry out further analysis, with a manual speed count in September and another monitoring session with the Police sign, using the mode which only lights up the sign when the speed limit is exceeded.

When all the data has been analysed Roger Cato will present the information to the Parish Council.

1609/18 BROADBAND IN THE PARISH

A full update by the Parish Community Group is included in the September edition of the Link.

1709/18 OPPORTUNITIES FOR PARISH COUNCILS TO SUPPORT HEALTH & WELLBEING

Cllr J Chaytor and Cllr A Gaffney attended the Older Persons Forum and provided an update on the services being provided for elderly residents in the Parish.

1809/18 VILLAGE GATEWAYS

The Chairman and Clerk have a meeting with Highway Officer, Steve Douglas, on 11th September 2018 to discuss the proposed locations for the gateways in the hamlets and the removal of the existing signage on the A281.

1909/18 GENERAL DATA PROTECTION REGULATION

i) Cllr email addresses

The members were requested not to divert their Cllr email addresses to their personal email accounts and to carry out all Parish Council business from their Cllr email accounts.

ii) Updated GDPR Policies

The Clerk will update the policies and circulate to the Members for appraisal prior to October's FPC meeting.

iii) **GDPR Training (GDPR Info Ltd) 7th Nov 2018, commencing 7.00pm** - noted.

2009/18 PARISH COUNCIL ASSET MAINTENANCE

The Clerk will request quotations for the remedial work and report back at the next Full Parish Council meeting.

2109/18 WINTER MAINTENANCE PLAN 2018

RESOLVED to adopt the updated Winter Maintenance Plan.

2209/18 EMERGENCY RESILIENCE PLAN 2018

RESOLVED to adopt the updated Emergency Resilience Plan.

2309/18 COUNCILLOR TRAINING/SEMINARS

The members are in receipt of SALC's training programme.

2409/18 MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA

The Chairman advised that the replacement of the street light on Brighton Road, opposite the entrance to Nuthurst Road, was being 'worked on'.

The meeting closed at 9.00pm