

NUTHURST PARISH COUNCIL

Minutes of the Meeting of Nuthurst Parish Council held on Wednesday, 4th September 2019 at **St Andrews CofE School, Nuthurst** commencing at **7.30 p.m.**

PRESENT: Cllr S Turner (Chairman), Cllr N Bryant, Cllr R Carmichael, Cllr J Chaytor, Cllr D Cotton, Cllr C Kenny, Cllr D Livingstone, Cllr J Mercer & Cllr T Nelson.

ALSO, IN ATTENDANCE: Sarah Hall (Parish Clerk) and three members of the public.

094-19/20 APOLOGIES FOR ABSENCE

It was **RESOLVED** that apologies for absence from Cllr J Assassi and Cllr O Hydes OBE be **APPROVED**. Apologies from County Councillor Nigel Jupp and District Councillor Toni Bradnum were **NOTED**.

095-19/20 DECLARATIONS OF INTEREST

No declarations of interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct were made.

096-19/20 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that the [Minutes](#) from the Parish Council meeting held on 3rd July 2019 be confirmed as a correct record and signed by the Chairman.

097-19/20 COMMITTEE MINUTES / REPORTS

It was **RESOLVED** that the minutes approved by the following Committees be **ADOPTED**;
[Planning Committee Meeting](#) – 17th July 2019

098-19/20 CHAIRMANS ANNOUNCEMENTS

- i) Councillors must ensure that personal posts on Facebook are not seen to be the Parish Council's opinion.
- ii) Earlier in the year Greenplan offered the Parish Council a contribution towards the treatment of the Chafer Beetles on Mannings Heath Village Green. This was carried over to the new Parish Council and will be included on October's agenda.

099-19/20 DISTRICT AND COUNTY COUNCILLORS REPORTS

County Councillor Nigel Jupp provided the following written report;

- Chris Stark, WSCC Area Highway Manager, will be replying directly to the correspondence from residents in Polecat Lane re the verges.
- Nigel Jupp will enquire if WSCC have installed signage, requesting for all users of bridleways to be considerate of fellow users, at any other location where similar problems have been reported. Enforcement is always an issue.

100-19/20 PUBLIC SESSION

The Chairman of Mannings Heath Action Group (MHAG) advised that the group had been set up in 2013 and now had 240 members. The group was formed to address speculative developers in the parish and fully supports the Neighbourhood Plan.

MHAG will be holding their AGM on 19th September 2019 and a copy of the presentation will be forwarded to the Chairman of the Parish Council.

The Chairman of MHAG thanked the Parish Councillors for the time they spent on behalf of the community and concluded that MHAG's would continue to work alongside the Parish Council.

101-19/20

PLANNING

i. NEW APPLICATIONS

Number	Applicant & Reason
DC/19/1588 15.08.2019 RESOLVED	Retrospective application for the erection of mobile stables and storage shed. Erection of outdoor riding arena with Fence. Sedgwick Lodge, Sedgwick Park, Horsham The Parish Council raise no objection to the application. However, they do request for the following conditions; <ul style="list-style-type: none"> • No intrusive lighting to be installed • The facility is to be used solely for personal equestrian purposes by the owner and their family
DC/19/1660 22.08.2019 RESOLVED	Erection of a single storey side extension to existing outbuilding The Old Cottage Farm, Nuthurst Road, Maplehurst The Parish Council raise no objection to the application. However, they do request that there is a condition that it remains as ancillary accommodation for the enjoyment of the family of Old Cottage Farm, and that, in perpetuity, it never becomes a separate residential dwelling and that any change in residency is immediately reported to HDC.
DC/19/1685 27.08.2019 RESOLVED	Creation of dropped kerb 1 Crofton Cottages, Church Road, Mannings Heath To raise no objection to the application.
DC/19/1119 28.08.2019 (amended) RESOLVED	Outline application for the erection of 5. No dwellings (shared ownership) with all matters reserved except for access. Land at Millers Mead, Nuthurst Street, Nuthurst The additional documents and amended tenure mix do not alter the Parish Council's position. The Parish Council strongly objects to this application for the reasons given in its letter of 18 July 2019 and it urges HDC to refuse this application.

ii. DECISIONS

It was **RESOLVED** to **NOTE** the [Delegated Decisions](#) and [HDC Planning decisions, Appeals lodged and Enforcement numbers.](#)

iii. PLANNING UPDATES

Enforcement Notice – Crossover to Millers Mead field EN/17/0062

The Parish Council have sent several letters to HDC pressing them to get the owner to carry out the requirements of the notice to remove the crossover and hard standing. This is due to residents and the Parish Council's concerns about the length of time and lack of action. The latest letter to Glenn Chipp, the Chief Executive, explained the Parish Council's concern about the lack of action and, in particular, it asked a simple question of HDC, namely when legal proceedings in the Court were to be instigated. The reply from the Chief Executive was highly critical of the Parish Council. HDC refused to confirm details of impending legal actions in case this prejudiced

any legal actions. The Parish Council were dismayed by this reply and asked for a meeting with the Chief Executive and the Director of Place (responsible for planning matters). As a result, Cllrs S Turner and Cllr O Hydes will be attending this meeting on Monday 7 October 2019 along with District Councillor Toni Bradnum. Details of the amendment will be included on the Parish Councils website and the Clerk will request that the application goes to committee.

Ghyll House Farm – DC/18/2231

This application should have been determined by 12 December 2018. The Parish Council has been advised by HDC that there are ongoing discussions with the applicant and it is anticipated that a recommendation will be finalised by the end of August. The application has still not been determined.

Land North of Raylands Park – DC/19/0326

The applicant has submitted an amended plan moving the location of the barn. The owner of the adjacent airfield approves of the proposed amendment.

Barnfield House – DC/19/1253

A mobile home and container are now located on the site.

102-19/20

PARISH PLAN 2019/2020

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

It was **RESOLVED to NOTE** that seven shrubs will be planted on the green adjacent to Church Road in the autumn. Six of the shrubs were purchased by the Parish Council and Cllr O Hydes donated the seventh. A further two trees will be planted on the green, these will be donated by a resident and maintained by WSCC. The Parish Council are still waiting for an update on the verge at the entrance to Gaggleswood.

ii) **Parish Walk**

It was **RESOLVED to NOTE** that the next Parish Walk will be on Sunday 6th October, further details will be available on the Parish Councils website.

103-19/20

FINANCE

i. Invoices for payment July/August/September 2019

Cheque/Ref	Payee Name	Details	Net £	VAT £	Total £
Direct Debit 17 June	EDF Energy (May)	Unmetered Electricity Supply	188.69	9.48	198.17
Direct Debit 15 July	EDF Energy (June)	Unmetered Electricity Supply	31.04	1.55	32.59
Direct Debit 16 July	SSE Energy (June)	Unmetered Electricity Supply	102.44	5.11	107.55
Direct Debit 16 August	SSE Energy (July)	Unmetered Electricity Supply	122.13	6.10	128.33
S/Order 1 July	Profitable Website	Website/Email Support (July)	30.00	0	30.00
S/Order 1 August	Profitable Website	Website/Email Support (August)	30.00	0	30.00
001988	S Hall (Clerk)	Expenses			
001989	WSCC	Clerks Salary July	1,369.08	0	1,369.08

001990	SSE Enterprise	Faulty Street Light (Park Lane, Maplehurst)	160.68	32.14	192.82
001991	Jackdaws Field Nursery	Nuthurst Remembers 4 x trees	760.20	0	760.20
001992	S Hall (Clerk)	Expenses Aug/Sept	179.61	0	179.61
Total			2973.87	54.38	3028.25
Paid between meetings					
001985	SSALC	Chairs Networking Day	90.00	18.00	108.00
001986	WSCC	Clerks Salary June	1,369.08	0	1,369.08
001987	S Hall (Clerk)	Expenses July/Aug	135.68	12.74	148.42
Total			1,594.76	30.74	1,625.50
Grand Total			4,568.63	85.12	4,653.75

It was **RESOLVED** that the schedule of invoices totalling **£4,653.75** be **APPROVED** for payment.

To **NOTE** the following receipts up to 31st July 2019

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI 10 June	Nat West	Interest June 2019	4.70		4.70
FPI	Nat West	Interest July 2019	5.15		5.15
FPI 28 June	HDC	S106 Payment Rumba	3210.00		3210.00
FPI 17 April	Donation	Nuthurst Remembers	50.00		50.00
FPI 10 June	Donation	Nuthurst Remembers	101.30		101.30
FPI 18 June	Donation	Nuthurst Remembers	39.00		39.00
FPI 29 July	Donation	Nuthurst Remembers	183.57		183.57
Total			3,593.72		3,593.72

It was **RESOLVED** to **NOTE** the receipts in June totalling **£3,593.72**

- ii) It was **RESOLVED** to **APPROVE** the bank reconciliation for [June](#) & [July](#).
- iii) It was **RESOLVED** to **APPROVE** the [quarterly figures](#) (April, May, June 2019)
- iv) It was **RESOLVED** to **APPROVE** the transfer of £3,000.00 from the Nat West deposit into the current account.
- v) It was **RESOLVED** to **APPROVE** the purchase of the RBS Accounts Package at a cost of £641.00 (plus VAT).
- vi) It was **RESOLVED** to **APPROVE** Cllr O Hydes being included on the Nat West banking mandate and for Mrs V Court and Mrs G Dixon to be removed from the mandate.
- vii) It was **RESOLVED** to **NOTE** that the insurance claim has been settled and the sum of £886.25 was received on 1st August 2019.

- viii) It was **RESOLVED** to **NOTE** that Nuthurst Remembers have paid £1,052.67 into the Parish Councils bank account (with effect 31st July 2019).
- ix) It was **RESOLVED** to **NOTE** that Cllr D Cotton will be attending the Health & Safety and Risk Assessment Workshop (£120.00) and that the Clerk will be attending the Legal and Finance Day (£120.00).
- x) It was **RESOLVED** to **NOTE** that cheque number 001984 was issued to Process Matters 2 to replace cheque numbers 001981 and 001982.

104-19/20 LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS

It was **RESOLVED** to **NOTE** that there were no Local Association or Training Reports.

105-19/20 OPEN SPACES IN THE PARISH

- i) **Children’s Play Area**
It was **RESOLVED** to **NOTE** the contents of the [monthly report](#), the following items require remedial action;
Swings – bolts on seats, swing chain twisted, crossbar needs painting
Safety Barriers – need painting
Surface – uneven, mole hills need raking, strimming under the bench.
Wet pour (under slide) – a small crack has appeared in the wetpour, the Clerk will contact Wickstead and see if the wet pour is still covered by a guarantee.
It was **RESOLVED** to **NOTE** that the Open Spaces & General Maintenance Committee will look into upgrading the children’s play area.
- ii) **Village Green Matters**
It was **RESOLVED** to **NOTE** that the Parish Councillors insurance provider (Came & Co) have confirmed that if an event ie; ‘Boot Camp’ is arranged on the Village Green the event will not be covered by the Parish Councils Public Liability insurance policy and that the organiser will need to arrange their own cover.
- iii) **Cricket Square**
It was **RESOLVED** to **APPROVE** the Crickets Clubs request to increase the size of the Cricket Square, details of the dimensions;
Old maximum dimensions – 17.6 metres wide x 21.9 metres long
– New maximum dimensions - 20.0 metres wide x 25.4 metres long
– Increase in width – 2.4 metres, equivalent to 1.2 metres per side
– Increase in length – 3.5 metres, equivalent to 1.75 metres per side
- iv) **Pavilion Opening**
It was **RESOLVED** to **NOTE** six members of the Parish Council and the Clerk will be attending the pavilion opening ceremony.
- v) **Open Spaces and General Maintenance Committee**
It was **RESOLVED** to **NOTE** that the next Open Spaces & General Maintenance Committee meeting will be on 16th October, the committee are continuing to look into;
- Improving leisure opportunities for older children
- Updating MHVG and other relevant bye-laws to encourage and facilitate use of open spaces
- Availability of open spaces
- Monks Gate pond

106-19/20 POLICIES

It was **RESOLVED** to **ADOPT** the following updated policies;

- i. GDPR [Privacy Notice](#)

- ii. GDPR [Subject Access Request](#)
- iii. GDPR [Breach Notification Policy](#)
- iv. [Winter Management Plan](#)

107-19/20

NUTHURST REMEMBERS

Mr P Bullen advised that four trees will be delivered to Jackdaws Nursery for storage later in the week;

- Copsale Hall - Spindle
- St Andrews - Whitebeam
- Mannings Heath Village Green - Small Leaved Lime
- Maplehurst (Nuthurst Society) - Wild Service

A suitable location for a memorial tree in Monks Gate is still being agreed and any surplus funds will be discussed at a forthcoming meeting.

The first memorial tree will be planted on Mannings Heath Village Green on 14th September, each tree will have a memorial plaque donated by Mr Tom Nelson.

On behalf of Nuthurst Remembers, the Parish Council will write and advise the details of the planting ceremony to Maplehurst residents living close to the green.

108-19/20

MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA

It was **RESOLVED** to **NOTE** that the Councillors did not request for any items to be included on the next agenda.

109-19/20

DATE OF NEXT MEETING

It was **RESOLVED** to **NOTE** the next meeting will be held on Wednesday 2nd October 2019.

there being no other business, the meeting closed at 8.50pm

Chairman

Date 4th September 2019