

# NUTHURST PARISH COUNCIL

Minutes of the `Virtual' Full Parish Council Meeting held on  
Wednesday, 2<sup>nd</sup> December 2020 commencing at 7.30pm.

**PRESENT:** Cllr O Hydes OBE (Chairman), Cllr J Assassi, Cllr J Bromley, Cllr N Bryant (Vice Chairman), Cllr R Cato, Cllr J Chaytor, Cllr D Harber, Cllr C Kenny, Cllr D Livingstone, Cllr J Mercer and Cllr T Nelson

**ALSO, IN VIRTUAL ATTENDANCE:** Sarah Hall (Parish Clerk), County Councillor Nigel Jupp (8.31pm), District Councillor Toni Bradnum and two members of the public.

**166-20/21 CHAIRMANS WELCOME**

The Chairman, Cllr O Hydes, welcomed the Councillors and members of the public to the eighth virtual meeting, the last of the calendar year. The Chairman thanked the County and District Councillors for regularly attending the meetings and the Parish Councillors and Clerk for their efforts throughout the year.

**167-20/21 APOLOGIES FOR ABSENCE**

It was **RESOLVED** to **NOTE** that there were no apologies for absence.

**168-20/21 DECLARATIONS OF INTEREST**

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

**169-20/21 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING**

It was **RESOLVED** the [Minutes](#) of the Full Council meeting held on 4<sup>th</sup> November 2020 be confirmed as a correct record of the meeting and be signed by the Chairman. (Vote – the minutes were unanimously approved).

**170-20/21 CHAIRMANS ANNOUNCEMENTS**

The Chairman advised that a resident has kindly paid for a further two trees to be planted on the green in-between Church Road and Lime Kiln Road. A fir tree on the green will again be decorated with festive baubles. Will Jones, HDC's Senior Arboricultural Officer will be retiring at the end of January, the Clerk has thanked Will Jones for his assistance and wished him a long and happy retirement.

**171-20/21 COMMITTEE MINUTES / REPORTS**

It was **RESOLVED** that the minutes approved by the following Committees be **ADOPTED**.

[Finance Committee](#) – 13<sup>th</sup> November 2019

[Roads & Footpath Committee](#) – 16<sup>th</sup> September 2020

[Planning Committee](#) – 21<sup>st</sup> October 2020

[Open Spaces & General Maintenance Committee](#) – 21<sup>st</sup> October 2020

**172-20/21 DISTRICT AND COUNTY COUNCILLORS REPORTS**

District Councillor Toni Bradnum provided the following update on District Council business;

- Meetings on the Horsham District Development Framework are continuing. No sites have yet been decided and the document is due to go before Council in February
- No positive news on reducing the housing numbers
- Sussex Wildlife Trust do not have any interaction with developers, it is outside their jurisdiction

- HDC are committed to make their direct emissions carbon neutral by 2030
- Attending a Rampion Wind Farm presentation, the wind farm, on the south coast, will be extended and power will be fed into the national grid
- Horsham in UK's top ten most resilient high streets
- Been in communication with two youngsters re the 'secret' field behind Woodlands Walk. The youngsters have been advised that HDC do not have the money to finance any projects at this location and suggested that they contact the Parish Clerk

County Councillor Nigel Jupp provided the following update on County Council business;

- West Sussex COVID cases remain low, 67.1 per 100,000
- School attendance remains high at over 90%
- Libraries will be re-opening, operating restricted hours
- The budget is being discussed, officers have made suggestions, but no decisions have yet been made
- At a recent meeting the Youth Council discussed 'how to improve and influence the pastoral curriculum at schools and colleges, to ensure all young people have a better understanding of discrimination and how those experiencing it get the support they need'. The virtual meeting was attended by MP's and the High Sheriff.
- A Scrutiny Committee meeting attended by the Youth Council, School Governors and Head Teachers found little criticism of WSCC but was critical of Central Government.
- The County Councillor will come back to Cllr C Kenny re the speeding issues in Copsale, report Cllr C Kenny's concerns about the movement in Polecat Lane, next to the main gas line, to the Gas company and report the damage to the verge in Copsale to the Highways department.

**173-20/21**

**PUBLIC SESSION**

On behalf of the Link Magazine, the Parish Community Group Lead Co-ordinator advised that the Parish Councils concerns about lit candles have been expressed to the Link editorial team and a warning on the danger of candles has been included in the December publication.

At a recent Parish Community Group meeting it was agreed that the sum of £1,000.00 be allocated to speed warning signs in Nuthurst Street (outside St Andrews school) and that four picnic benches be purchased, two for Mannings Heath Village Green and two for Copsale Hall. The specification will be advised at a later date. The Community Group will also be contributing towards St Andrews School library. The majority of the funds have been raised through the Horsham District Council lottery.

On behalf of concerned residence in Woodlands Walk and Lime Kiln Road, the Lead Co-ordinator asked to be kept informed of any developments with the field behind Woodlands Walk.

A resident of Lime Kiln Road commented that the letter which was submitted to HDC stated that the field behind Woodlands Walk was only used by dog walkers. The resident claimed that this was not the case and approximately 60 people use the field each week, including runners and young mothers. The resident said it needs to be recognised that the field is already well used. It is understood that the youngsters who contacted District Councillor Toni Bradnum are already using their bikes on the field.

## PLANNING MATTERS

## i. NEW APPLICATIONS

Comments to Horsham District Council (HDC) on current planning applications were unanimously agreed.

Number	Applicant & Reason
<p><a href="#">DC/20/2197</a> 12.11.2020</p> <p><b>RESOLVED</b></p>	<p><b>Replacement of windows. Instillation of solar panels to South elevation and to South elevation of outbuilding. Extension of the pool by 1m to the south elevation and 1m to the east elevation.</b> Hards Farm Cottage, Kerves Lane, Horsham</p> <p><b>The Parish Council has found this application extremely confusing and time consuming to ascertain exactly what the applicant was seeking planning permission for. The reasons for this are:</b></p> <ol style="list-style-type: none"> <li>1) A new description of the application (above) was placed on HDC's Planning Portal 1 December 2020. Previously the description was "<i>Replacement of windows. Instillation of solar panels to South elevation and to South elevation of outbuilding. Extension of the pool by 1m to the South elevation and 1m to the East elevation.</i>"</li> <li>2) The new description of the application is identical to that for planning application DC/18/1796 which was approved by HDC on 18 October 2018.</li> <li>3) In the documentation associated with the new description there are: <ul style="list-style-type: none"> <li>• No plans showing solar panels either on the main house or the outbuilding;</li> <li>• No plans showing the reshaping of the pool or its location; and</li> <li>• No plans showing the alterations to the landscaping.</li> </ul> </li> </ol> <p>The Parish Council considers that applicants should be required to provide an accurate description of the proposal and clear documentation and plans which show exactly what is being proposed.</p> <p>The Parish Council has studied the submitted plans and documentation carefully and deduces that the applicant is seeking changes to a consented extension by enlarging the main house by 1m to the South and by 1m to the East to provide a more spacious open plan family and communal area.</p> <p>In view of the above concerns, the Parish Council asks HDC to carefully examine the plans and documentation to ensure that the proposed external and internal alterations to the main house align with the previous approvals.</p> <p>If HDC confirms that the only changes for which approval is sought are the minor enlargements to the main house, then the Parish Council has no objection.</p>

<p><a href="#">DC/20/2224</a> 25.11.2020</p>	<p><b>Fell 3 x Ash, 3 x Sycamore and Surgery to 4 x Sycamore, 2 x Oak, 1 x Ash and 1 x Field Maple (Works to Trees in a Conservation Area)</b> The Rectory, Nuthurst Street, Nuthurst</p>
<p><b>RESOLVED</b></p>	<p><b>The Parish Council notes that the applicant has not provided an Arboriculture Report to justify the work proposed to be carried out on these trees. However, the Parish Council’s tree wardens have inspected the trees on the site and they are satisfied that the poor condition of these trees warrants the work proposed.</b></p> <p>The Parish Council therefore has no objection to this planning application.</p> <p>However, the Parish Council notes that the applicant has not proposed to replace the felled trees with appropriate species. The tree wardens have noted that there are many trees close together on the site and they have also noted that a wild hedge between the Rectory and the Church yard was removed a few years ago.</p> <p>The Parish Council is aware that trees play a very important role in carbon capture through photosynthesis by taking carbon dioxide from the air. Therefore, the Parish Council asks HDC if a condition could be attached to any approval for this work in order to balance the loss of carbon caused by felling 6 trees. This condition could be along the lines of:</p> <p><i>“To replace the felled trees with an appropriate number of mature trees of suitable species and to resurrect the removed hedge in order to make good the loss of carbon storage caused by the felling of the 6 trees.”</i></p> <p>If there is insufficient space in the Rectory grounds to accommodate all the necessary trees, the Parish Council would be willing to help the applicant to find alternative sites within the Parish for the remaining trees.</p>

ii. **DECISIONS**

It was **RESOLVED** to **NOTE** the details of HDC Planning Decisions, Planning Appeals and Enforcement Numbers.

iii. **HDC HOUSING NUMBER CALCUTIONS**

There has been a lot of criticism about the algorithm used to calculate housing numbers. Including the fact, that unlike some other councils, HDC are not deducting the excess number of houses built from the new housing numbers. There is no reasoning as to why HDC are calculating the numbers in this way.

It was **RESOLVED** that Cllr J Mercer would send some points to the Clerk to enable the Clerk to prepare a letter to be sent to HDC.

iv. **PLANNING UPDATES**

**EN/20/0544 - Mannings Heath Golf Club (building permitted under DC/20/0756)**

It was **RESOLVED** to **NOTE** that the Enforcement Officer has visited the site and suggested that a retrospective planning application is submitted for everything that does not have planning permission.

**DC/20/1645 - Holly Farm, Winterpit Lane**

It was **RESOLVED** to **NOTE** the landowner has engaged the services of Chris Lyons. A meeting was requested with the Chairman, this was declined and Chris Lyons has been invited to address the Parish Council at the Full Parish Council meeting on 6<sup>th</sup> January 2021.

**175-20/21 FINANCE**

- i) It was **RESOLVED** that the schedule of invoices totalling **£2,180.04** be **APPROVED** for payment.

	Payee Name	Details	Net £	VAT £	Total £
Direct Debit 16 Nov 2020	SSE Energy (Oct)	Unmetered Electricity Supply	130.47	6.51	136.98
S/Order 1 Nov 2020	Profitable Website	Website/Email Support (Nov 2020)	30.00	0	30.00
002097	S Hall (Clerk)	Expenses	74.86	1.67	76.53
002098	WSCC	Clerks Salary October (Inv 8001494757)	1,657.19	0	1,657.19
002099	SSALC	Cyber Security Training (Inv 14558)	30.00	6.00	36.00
002100	SSE Enterprise	Street Light Repair Harriots Close and Nuthurst Str (Inv 070086)	202.78	40.56	243.34
<b>Total</b>			<b>2,125.30</b>	<b>54.74</b>	<b>2,180.04</b>

- ii) It was **RESOLVED** to **NOTE** the receipts in October 2020 totaling **£5,147.04**

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI	Nat West	Interest Oct 2020	0.71	0	0.71
FPI	Nat West	CIL DC/19/1389	5,146.33	0	5,146.33
<b>Grand Total</b>			<b>5,147.04</b>		<b>5,147.04</b>

- ii) It was **RESOLVED** to **APPROVE** the [Nat West Current](#) account and [Nat West Savings](#) account bank reconciliations for October 2020;
- iii) It was **RESOLVED** to **APPROVE** the [Detailed Receipts & Payments by Budget Heading](#) for October 2020.

**8.31pm County Councillor Nigel Jupp joined the meeting.**

**176-20-21 BUDGET 2020/21**

It was **RESOLVED** to **APPROVE** the [2021/22 budget](#). The precept will remain at £49,842.00, the same as figure as 2020/21.

**177-20/21 HEARTBEAT PROPOSAL**

It was **RESOLVED** to **APPROVE** the request from Heartbeat for the Parish Council to;

- Take over the ownership of the three Heartbeat AEDs and their maintenance costs
- To appoint Cllr J Chaytor and Cllr R Cato as the Heartbeat points of contact

- To receive the sum of £678.00 from Heartbeat (current bank balance)
- To accept Heartbeats offer to continue with the maintenance checks, instructing new volunteers as required.

**178-20/21 PROCEDURE TO SUPPORT DISCUSSION AND DECISION-MAKING AT PARISH COUNCIL MEETINGS**  
It was **RESOLVED** to **ADOPT** the [procedure](#) to support discussion and decision making at Parish Council meetings.

**179-20/21 PARISH COUNCIL GENERAL SURVEY**  
Action in Rural Sussex (AirS) have prepared an estimate for four different survey options. It was **RESOLVED** to **APPOINT** AirS to carry out the General Parish Survey and to accept Option 4 (online survey) of the estimate dated 3 November 2020 to design an on-line survey at a cost of £1,822.00 (plus VAT). Hard copies of the survey will be available from the Clerk.

**180-20/21 ADVENT WINDOWS (LIGHT UP THE PARISH THIS DECEMBER)**  
It was **RESOLVED** to **NOTE** the Advent Window competition has been advertised on the Parish Councils website, Facebook page, the Link, noticeboards and on four banners. The Chairman thanked Cllr N Bryant for erecting the banners and for Cllr J Chaytor for trying to encourage the local public houses to participate. To date six parishioners have registered. The cost of the prizes will be deducted from the Chairman's allowance.

**181-20/21 LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS –**  
It was **RESOLVED** to **NOTE** the WSALC AGM has been postponed until February 2021.

**182-20/21 OPEN SPACES IN THE PARISH**  
**Mannings Heath Village Green**  
i) It was **RESOLVED** to **NOTE** the [monthly report](#) on the children's play area.  
ii) It was **RESOLVED** to **NOTE** the following update on providing new equipment for the children's play area.

- Budget of £70,000.00
- £18,000.00 CIL monies earmarked for the project
- The children's playground will be part of the general parish survey.
- National Lottery Community Fund opening again in December
- Consultation with local primary schools, Cllr D Harber to contact Holy Trinity and Cllr J Mercer to contact St Andrews.

**183-20/21 RECOMMENDATIONS FROM THE OPEN SPACES AND GENERAL MAINTENANCE COMMITTEE MEETING**  
Mannings Heath has limited space and there is a shortage of 'communal' land, this is an issue for the Parish Council. The members are very aware of Woodlands Walk and Lime Kiln Way's resident's concerns.  
**OS043-20/21iii 'Informal' Open Space behind Woodlands Walk**  
It was **RESOLVED** to **WAIT** for the General Parish Survey report before any further actions are taken.

**184-20/21 ENVIRONMENT AND GREEN ISSUES**  
The Parish Council needs to consider;

- Whether they develop an Environment and Green Issues policy
- How it can be incorporated into the Parish Plan
- Timescale

It was **RESOLVED** to;

- i) **INVITE** Carrie Cort, Sussex Green Living, to make a presentation at a future Parish Council meeting once Cllr J Mercer replies to the questions raised by the Chairman.
- ii) **INCLUDE** Environment and Green Issues on the agenda of the next Open Spaces and General Maintenance Committee meeting. The Committee can draw up an initial framework.

**186-20/21      DATE OF NEXT MEETING**

It was **RESOLVED** to **NOTE** the next meeting will be held on 6 January 2021.

The Chairman thanked the members for their involvement in the evenings discussions and wished everyone a Merry Christmas.

**The meeting closed at 21.27**

Cllr O Hydes  
Chairman of the Parish Council

Date