

# NUTHURST PARISH COUNCIL

Minutes of the Parish Council meeting held on Wednesday 15<sup>th</sup> March 2023,  
at Mannings Heath Village Hall, commencing at 7.30pm.

**PRESENT:** Cllr N Bryant (Chairman), Cllr P Bullen, Cllr J Chaytor, Cllr D Harber, Cllr W Ingram, Cllr C Kenny, Cllr D Lawrence and Cllr T Nelson.

**ALSO IN ATTENDANCE:** Andy Beams (Locum Clerk), District Councillor Toni Bradnum and 16 members of the public.

**173-22/23 APOLOGIES FOR ABSENCE**

It was **RESOLVED** to **NOTE** County Councillor Nigel Jupps apologies for absence.

**174-22/23 DECLARATIONS OF INTEREST**

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

**175-22/23 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING**

It was **RESOLVED** that the [minutes](#) of the Full Council meeting held on 18<sup>th</sup> January 2023 be confirmed as a correct record of the meeting and be signed by the Chairman.

**176-22/23 CO-OPTION OF PARISH COUNCILLOR**

The only applicant was not in attendance, and it was agreed to defer this item.

**177-22/23 COMMITTEE MINUTES / REPORTS**

It was **RESOLVED** to **ADOPT** the minutes of the [Roads and Footpath Committee](#) meeting held on 4<sup>th</sup> November 2022 and the [Planning Committee](#) meeting held on 1<sup>st</sup> December 2022.

**178-22/23 CHAIRMANS ANNOUNCEMENTS**

The Chairman did not make any announcements.

**179-22-23 DISTRICT AND COUNTY COUNCILLORS' REPORTS**

In the absence of Cllr Jupps, there was no report from West Sussex County Council. District Councillor Toni Bradnum provided the following update on District Council business:

- Soil movement at Swallow Field has been reported, a stop notice issued and work stopped.
- Cisswood House Hotel began accommodating refugees and asylum seekers today. Those staying there are family groups rather than individuals, with support services available on site. The Home Office have experience of dealing with these situations, and any issues are co-ordinated via West Sussex County Council.
- HDC has allocated £150,000 towards addressing anti-social behaviour issues, £150,000 to support low income residents and £195,000 to reduce council tax for working age people claiming income support.
- Mannings Heath wastewater treatment works are being decommissioned from 20 March, with water routed into the Horsham system.

180-22/23

## PUBLIC SESSION

The Chairman invited questions from the public, reminding those in attendance that each question is limited to 2 minutes in accordance with Standing Order 3(g).

A number of residents spoke regarding the Mannings Heath play area, commenting that:

- While not against the idea of a play area, there remained concerns over the council process for agreeing the changes
- The matter will continue to be raised, and escalated until residents are satisfied by the outcome
- Correspondence raising these concerns have not been addressed by the council
- The design of the play area is not in keeping with the area
- The height of the roof on one piece of equipment is of particular concern, with the suggestion the roof could be removed
- Requesting a public meeting to address the concerns of the residents

In response, the Chairman reminded those present that the council has a duty to work on behalf of all residents in the Parish, and that the play area was a popular and well used resource.

He added that following the departure of the Clerk, he was not aware of receiving all the correspondence mentioned, although he had responded to one piece of correspondence relating to use of the area by a disabled resident.

The Chairman agreed to consult with other councillors and decide what further steps, if any, were needed.

Further comment on the play area is included under agenda item 185 (ii).

A resident reminded the council that at the previous meeting, it had been agreed to make further enquiries regarding comments made by Lower Beeding Parish Council relating to a planning matter.

Cllr Nelson confirmed that the comments at the Nuthurst Parish Council meeting were taken directly from the minutes of the Lower Beeding Parish Council meeting. The Chairman informed the resident that if those comments were inaccurate, he should take the matter up with Lower Beeding Parish Council.

161-22/23

## PLANNING MATTERS

### i. New Applications

Number	Applicant & Reason
<a href="#">DC/23/0250</a> 24.02.2023	<b>Conversion of barn and attached cart shed to ancillary domestic accommodation following structural and repair works. Relocation of existing carport (Listed Building Consent).</b> Brook House, Nuthurst Road, Maplehurst  <b>It was agreed the Parish Council has no objections to the application, subject to the ancillary accommodation being for the sole use of the applicant.</b>

<p><a href="#">DC/23/0249</a> 24.02.2023</p>	<p>Conversion of barn and attached cart shed to ancillary domestic accommodation following structural and repair works. Relocation of existing carport (Householder Application). Brook House, Nuthurst Road, Maplehurst</p> <p>It was agreed the Parish Council has no objections to the application, subject to the ancillary accommodation being for the sole use of the applicant.</p>
<p><a href="#">DC/23/0200</a> 06.02.2023</p>	<p>Non-Material Amendment to previously approved application DC/21/2797 (Demolition of existing rear extension and erection of a replacement single-storey rear extension. Erection of a first-floor extension above existing garage with conversion of ground floor garage to create an annexe) to allow for the installation of oriel window and flat roof light in lieu of rooflights, relocation of side door to front, relocation of stove, and erection of vertical stanchions in glazed gable. 8 Swallowfield Close Mannings Heath</p> <p>It was agreed the Parish Council has no objections to the application.</p>
<p><a href="#">DC/23/0272</a> 14.02.2023</p>	<p>Erection of a single storey rear extension. Erection of a replacement single storey detached garage to rear and installation of new entrance gates with associated works. Kendalls Nuthurst Street Nuthurst West Sussex RH13 6RG</p> <p>It was agreed the Parish Council has no objections to the application.</p>

ii. **Planning Decisions & Enforcement Issues**

It was **RESOLVED** to **NOTE** the Parish Councils [Delegated Decisions](#)

It was **RESOLVED** to **NOTE** the HDC [Planning decisions](#)

It was **RESOLVED** to **NOTE** no planning applications in the parish are being considered by HDC Planning Committee (North).

It was **RESOLVED** to **NOTE** the details of the [Planning Compliance numbers](#) issued by HDC Planning Compliance Team.

iii. [DC/22/2045](#) - Holme Farm Orchard, Winterpit Lane, Mannings Heath

Following the comments made in the public session, there was no further discussion on this item.

iv. **PLANNING UPDATES**

It was **RESOLVED** to **NOTE** there were no Planning Updates.

182-22/23

**FINANCE**

- i) It was **RESOLVED** that the schedule of invoices totalling **£69,680.53** be **APPROVED** for payment.

Cheque/Ref	Payee Name	Details	Net £	VAT £	Total £
<b>Paid Between Meetings</b>					
Direct Debit 16 January	SSE Energy (January)	Unmetered Electricity Supply	267.46	13.37	280.83
S/Order 2 February	Profitable Website	Website (February 2023)	30.00	0	30.00
BACS	Sarah Hall Clerk	Expenses Jan/February	150.83	18.03	168.86
BACS	WSCC	Clerks Salary January (inv 8001664064)	1,827.38	0	1,827.38
BACS	Quilter	Clerks Annual Pension Contribution	1,000.00	0	1,000.00
BACS	White Horse	Councillor Buffet	240.00	0	240.00
BACS	Energieo	Repair Street Light Opp MH Village Hall (inv 900011148)	131.72	26.34	158.06
BACS	Clr N Bryant	Mobile Phone for new Clerk (Argos)	299.00	0	299.00
<b>Paid at Meeting</b>					
S/Order 2 March	Profitable Websites	Website (March 2023)	30.00	0	30.00
22.02.2023	Viking RAJA	Storage/Archive Boxes (inv 2087940)	46.37	9.27	55.64
27.02.2023	CAGNE	PC Forum Renewal Membership	4.00	0	4.00
13.02.2023	MH Community Council	Hall Hire 18.01.2023 (inv 23.014)	25.00	0	25.00
16.02.2023	Clr N Bryant	Charger lead for Mobile	5.98	0	5.98
20.02.2023	Wicksteed	Geo-textile Membrane (inv 1262274/421245)	2,061.00	412.20	2,473.20
01.02.2023	Netcom IT	Supported Desktop (inv 23035)	30.00	6.00	36.00
31.01.2023	Wicksteed	Refurbishment of Children's Play area	50,986.00	10,197.20	61,183.20
01.03.2023	Netcom	Supported Desktop (inv 23189)	30.00	6.00	36.00
<b>02.03.2023</b>	WSCC	Clerks Salary February (inv 8001671105)	1,827.38	0	1,827.38
<b>Total</b>			<b>58,992.12</b>	<b>10,688.41</b>	<b>69,680.53</b>

It was **RESOLVED** to **NOTE** the receipts in January and February 2023 totalling **£210.44**

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI	Nat West	Interest January 2023	108.62	0	108.62
FPI	Nat West	Interest February 2023	101.82	0	101.82
<b>Grand Total</b>			<b>£210.44</b>	0	<b>£210.44</b>

- ii) It was **RESOLVED** to **APPROVE** the Nat West [current account \(detailed\)](#) and [savings account](#) bank reconciliations for February 2023.
- iii) It was **RESOLVED** to **APPROVE** the [detailed Receipts and Payments](#) for February 2023.
- iv) It was **RESOLVED** to **APPROVE** the transfer of £75,000 from the Savings account into the Current account.
- v) It was **RESOLVED** to **APPROVE** the allocation of a £200 Coronation grant from HDC and to invite community groups holding events to apply to the Parish Council for financial support.
- vi) It was **RESOLVED** to **APPROVE** Cllr N Bryant being a Bankline administrator.
- vii) It was **RESOLVED** To **APPROVE** Councillors Bullen and Ingram be included on the Nat West banking mandate. Cllr Nelson will make the arrangements.

#### 183-22/23

#### **LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS**

Cllr Chaytor reported on the Wilder Horsham District Parish Council Workshop held on 2<sup>nd</sup> February. It was an excellent event, allowing the opportunity to share ideas with other attendees from parishes across the District. She is planning to visit Warnham with Cllr Bullen to view the success of their re-wilding project which encourages residents to re-wild a metre square within their own garden.

Cllr Bryant attended the HALC meeting held on 21<sup>st</sup> February, but there were no specific items to report on.

#### 184-22/23

#### **CLERK'S ANNOUNCEMENT/DECISIONS**

It was **RESOLVED** to **NOTE** the Clerk's announcements circulated as part of the agenda.

#### 185-22/23

#### **OPEN SPACES IN THE PARISH**

- i) It was **RESOLVED** to **NOTE** there is no monthly report on the children's play area as the format needs to be updated.
- ii) Cllr Harber informed those present that the installation of the equipment and safety surfacing was now virtually finished, with only repainting of the brackets to be completed. New signs have been ordered, and an application to the National Lottery has been completed for the bench planters.

Acknowledging the negative comments made by residents earlier in the meeting, she confirmed the council had also received lots of positive comments on the

improvements. She also confirmed that the council had followed a correct process for the design, consultation and tendering of the contract, and had in fact altered the original design to take into account issues such as the proximity of the equipment to neighbouring properties.

She supported the Chairman's earlier comments regarding the responsibility to act on behalf of all parishioners, and that the council could not simply accept a petition from a group of residents who did not like the play area.

Cllr Harber ended by suggesting that the council commission an independent survey of the whole parish relating to the play area, although this would not be completed before the end of the current council term in early May. The newly elected council would then be able to make a decision on any required action based on the wishes of the entire community.

It was **RESOLVED** to **NOTE** the update on the new children's play area

- iii) It was **RESOLVED** to defer a decision on the replacement of the Horse Chestnut on the Village Green until the summer, as it is now outside the planting season and consideration needs to be given as to whether a different tree may be more appropriate.

186-22/23

#### **TRAFFIC CALMING IN THE PARISH**

i) **School Safety Zone**

The Chairman reported that a scheduled meeting with a landowner had been postponed, and a rescheduled date was awaited. It is hoped that a small strip of land may be made available to put in a pathway.

ii) **School Travel Plan**

Cllr Bullen reported that West Sussex County Council has adopted the amended Highway Code, which should make the implementation of a 20mph zone easier to achieve. The biggest issue remained peak hour congestion, and he reported on the outcome of the bus survey, which had been agreed in consultation with school governors.

Among the results, the following were identified:

- 70% of children are taken to school by car, 28% use the bus and 2% walk or cycle
- 80% of these journeys are made for the sole purpose of the school run
- 50% of children come from Mannings Heath, Monk's Gate or the Horsham direction, 23% from Sedgewick and 20% from Copsale and Maplehurst
- Of those who attend by car, 50% park in Nuthurst Street, 40% in Agricultural Plant and 10% in Harriets Close
- If the bus was free, the survey indicates a 10% increase in bus users which would have a significant impact on the congestion issues
- The current 57-seater bus is normally only half full

ii) **Safer Crossing A281 Monks Gate**

The Chairman stated that there were considerable difficulties with putting in a crossing at this point, and the best option was to encourage West Sussex County Council to cut back their hedgerow to improve visibility and safety.

**187-22/23**

**DEFIBRILLATORS**

It was **RESOLVED** to **APPROVE** the purchase of replacement defibrillator cabinets located outside the White Horse Pub, Maplehurst and the Black Horse Pub, Nuthurst subject to all councillors seeing details of the quotes for purchase and installation.

**188-22/23**

**CORONATION KING CHARLES III**

It was **RESOLVED** to advertise the availability of financial support from the Parish Council to groups organising events, and for this to be included in The Link magazine encouraging groups to apply.

**189-22/23**

**MOBILE / WIFI SIGNAL IN MANNINGS HEATH**

The Chairman reported that he had been contacted by residents complaining of the poor signal in Mannings Heath. It was noted that there are maps available highlighting the coverage of the different networks and Cllr Lawrence agreed to find a link to one and that this would be put on the council website.

**190-22/23**

**DISTRICT AND PARISH COUNCIL ELECTIONS MAY 2023**

The Chairman reminded those present of the upcoming elections. It was **RESOLVED** to include promotion of the date and the link to the applications on the council website and in The Link magazine, with information also displayed on the council noticeboards.

**191-22/23**

**COMMITTEE MEETINGS**

It was **RESOLVED** to **APPROVE** the cancellation of all sub-committee meetings until a new Clerk is engaged.

**192-22/22**

**DATE OF NEXT MEETING**

It was **RESOLVED** to **NOTE** the next meeting will be held on 19<sup>th</sup> April 2023 at Mannings Heath Village Hall commencing at 7.30pm.

The meeting closed at 8.55pm.

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**Chairman of the Parish Council**

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**Date**