



## NUTHURST PARISH COUNCIL

Minutes of the Ordinary Parish Council meeting held on Wednesday 15<sup>th</sup> May 2024, at Mannings Heath Village Hall, commencing at 7.30pm.

**PRESENT:** Cllr D Cotton (Chair), Cllr K McGovern, Cllr C Kenny (Vice Chair), Cllr V Court, Cllr W Bayley, Cllr M-Oswell-Penton.

**ALSO IN ATTENDANCE:** (Locum Clerk) and 12 members of the public (MOP).  
DCllr Dennis Livingstone.

- 384-24/25 **ELECTION OF CHAIR** – The clerk requested nominations before the meeting for a new chair for 24/25. Cllr DC was nominated by all councillors. ***It was UNANIMOUSLY agreed that Cllr Dave Cotton be appointed as Chair for the forthcoming year.***
- 385 – 24/25 **ELECTION OF VICE CHAIR** - The clerk requested nominations before the meeting for a new vice chair for 24/25. The clerk informed the meeting that two nominations had come in for vice chair. Cllr Colin Kenny and Cllr Stuart Catterall. Cllr WB proposed Cllr CK as Vice Chair and Cllr VC proposed Cllr Stuart Catterall. There were four votes for Cllr CK and no votes Cllr SC. ***It was AGREED that Cllr Colin Kenny be appointed as Vicechair for the forthcoming year.***
- 386-24/25 **ATTENDANCE AND APOLOGIES FOR ABSENCE**  
Cllr SC and CCllr Nigel Jupp sent in their apologies prior to the meeting and were duly accepted.
- 387-24/25 **DECLARATIONS OF INTEREST**  
There were no declarations of interest for this meeting.
- 388-24/25 **APPROVAL OF THE MINUTES OF THE FULL COUNCIL MEETING-**  
The Minutes of the Full Council meeting dating on the 17<sup>th</sup> April 2024 were deferred until the next full council meeting.
- 389-24/25 **COMMITTEE MINUTES/REPORTS**  
The Minutes of the meetings held by the Footpath, Roads and Open Spaces Committees dating the 1<sup>st</sup> May 2024 were accepted and approved as true record of the meeting. ***It was UNANIMOUSLY agreed that the chair of the meeting duly signed the minutes of the meetings held on the 1<sup>st</sup> May 2024 as a true and accurate record of the meeting.***
- 390-24/25 **CHAIRMAN'S WELCOME**  
The Chair had nothing to report for this meeting.
- 391 – 24/25 **PUBLIC SESSION–**  
One MOP of the public spoke about Item 14 – 398-24/25 Parish Plan/Traffic Issues at the School. He presented the clerk with a report on the subject. Cllr DC stated that the document included within the agenda, had not been approved by council, it is a working

document and that some of the information was not correct. Another MOP spoke about the Parish Plan and the same traffic issues with the school. Cllr DC had addressed both queries.

One MOP joined the meeting at 19.41pm

One MOP left the meeting at 19.44pm

392-24/25

#### **DISTRICT AND COUNTY COUNCILLOR'S REPORT**

CCllr Nigel Jupp gave his apologies prior to the meeting. DCCllr DL presented his report. He spoke about the updated Local Plan and confirmed that for the parish of Nuthurst, there was no additional housing allocated. He stated that there were four main areas that HDC will be aiming to achieve in 23/27, that is supporting people and communities, aspiring greener futures, building a thriving local economy and supporting local high streets, shops, public houses and local businesses and finally to reduce the carbon footprint and update and improve the Capitol Theatre. He confirmed that HDC is the lowest increase in Council Tax across the region at 2% and remains the lowest increase throughout the UK while managing to achieve a high standard of service. Climate issues remains high on the agenda for HDC and there will be upcoming projects throughout the year.

393-24-25

#### **REPORTS FROM REPRESENTATIVES**

Cllr VC attended the WSALC meeting. She stated that there were vacancies for five clerks within the whole of West Sussex. Which was a high for the area. Nothing further to report.

394-24/25

#### **VILLAGE GREEN AND PLAYGROUND**

Cllr DC presented his report. He stated that the gate post by the road side was in need of immediate repair as well as a fence post on the other side of the playground. Cllr DC requested that the clerk contact Wickstead in relation to the area of soft fill under all the other units. There is grass growing through. Cllr DC also stated that the playground is in need of a good tidy. Cllr DC will gather three quotes for the fence repair. Cllr VC will request that the ground maintenance gentleman. It was mentioned that the Cricket Club never removed the barriers after the completion of the recent cricket game. Cllr VC will talk with the Cricket Club.

395-24/25

#### **EMERGENCY SERVICES**

Cllr CK requested this item to be on the agenda and spoke about Bar Lane and how someone had attended a property. The resident was in distressed and needed emergency help. He stated that there was a delay in the response and suggested that the council write to WSCC and request that this be looked into. DCllr DL suggested taking the information to the police / 999 service. Cllr CK will draft a response and send it to the clerk.

Two MOPS left the meeting at 8.04pm

396 – 24/25

#### **REPORT ON STORAGE OF COUNCIL BOXES**

Cllr VC gave an update on the items reclaimed from the storage unit in Horsham. The archived items are now stored within the Mannings Heath Village Hall as well as the archive unit in Chichester. The remaindered of the items, will be stored at Cllr VC's until a permanent clerk is appointed. Cllr VC sought the council's approval to destroy any excess paper for shredding. ***It was UNANIMOUSLY agreed that Cllr VC had permission to safely destroy the paperwork.***

397 – 24/25 **PARISH PLAN**

Cllr DC presented the working document and stated that the document still needs reviewing and will be done for the next full council meeting.

398 – 24/25 **CO-OP OF COUNCILLORS**

Nothing for this meeting

**399 – 24/25 PLANNING MATTERS – Two MOP left the meeting at 20.12pm**

PLANNING MATTERS	
NEW APPLICATIONS - Current Planning Applications to be considered for comment to Horsham District Council.	
Number	Applicant & Reason
DC/24/0640	<p>Proposal: Construction of a small compound and plant to Site Address: Mannings Heath Golf Club</p> <p>Decision: The parish council strongly objections to this planning application on the basis of the heat pump, the level of noise this will generate within the area that it is to be sited, as well as the access to maintain the unit.</p>
DC/24/0680	<p>Proposal: Non-Material Amendment to previously approved application DC/23/1591 (Erection of a front porch, installation of side dormers including removal of chimney and erection of a two storey rear extension) Removal of window to ground floor bathroom. Simplified front porch and geometry for the dormer roofs, installation of larger door and window at ground floor level, installation of Juliette balconies at the first-floor level. White render applied to the entire house.</p> <p>Site Address: The Haven House Sedgwick Lane Horsham West Sussex RH13 6QE</p> <p>Decision: The parish council has no objections to the planning application.</p>
DC/24/2008	<p>Proposal: Variation of Conditions 2 and 6 of previously approved application DC/17/2294 (Erection of a two storey three bedroom detached house on the former public house garden amenity space) to allow for amendments to the boundary treatments and landscaping to create a parking area.</p> <p>Site address: The Garden House, Pound Lane, Mannings Heath</p> <p>Decision: The report does not support the application in terms of visibility. The entrance is on a blind bend and when exiting the driveway any car traveling along pound lane towards the main road will not be able to see. The driver of the vehicle also will not be able to see if a car is coming from the right.</p> <p>The Parish Council objected to the application of building the house in the first instance along with HDC. This went to appeal at Bristol and was allowed but without the proposed driveway for clear reasons.</p> <p>Therefore, the Parish Council has serious concerns about the proposal and believes this driveway to be a danger to both the occupants and drivers traveling along the road as it has limited / no visibility of oncoming traffic that has speeds of up to 30mph and objects to the proposal.</p> <p>Removal of Condition 6 – Objection</p> <p>The proposal heightens the wall along the front to provide privacy to the occupants. The Council objected to the house being built in the first instance as it was too close to the road. The new proposal of putting up artificial hedging along the front boundary the Council strongly objects as its out of keeping and not within the Design Statement, certainly not nature friendly and will look a horrendous eyesore at the entrance to the Mannings Heath Village. The Parish Council Objects</p>
DC/24/0681 & DC/24/0680	<p>Proposal: Application to add a white uPVC bi-fold door to the garage opening, insulate it internally and apply white render to its exterior (Lawful Development Certificate - Proposed)</p> <p>Site address: The Haven House Sedgwick Lane Horsham West Sussex RH13 6QE</p>

	<p>Decision: Currently the garage is in disuse. We would like to make good use of it by converting it into an office.</p> <p>The council is unable to find any lawful reason why they shouldn't convert their garage to an office as long as it remains that way in the future and does not become part of the main house and used for ancillary accommodation purposes other than an office. The council has no further comments and therefore doesn't object to the application.</p>	
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400-24/25

**CLERK/EMPLOYMENT POLICIES**

Deferred again until the next Full Council meeting.

401-24/25

**FINANCE**

1. Financial Regulations - The clerk informed the meeting that NALC had submitted a revised version of the Financial Regulations and presented it to the council. ***It was UNANIMOUSLY agreed that the council approve and adopt the new Financial Regulations***
2. Receipts and payments for Feb & March 2024 ***It was UNANIMOUSLY agreed that the council approve the payments totalling £9771.11. One MOP left the meeting at 20.36pm***
3. Sign cheques – ***It was UNANIMOUSLY agreed that the signatories Cllr VC and CK signed the cheques totalling £399.60 One MOP left the meeting at 20.39pm***
4. Insurance Quote – The clerk informed the council that the council insurance was up for renewal, however Cllr DC and VC mentioned that there are some changes needed to it such as, change address, change of value for playground etc. Cllr DC and VC will go through the quote and send the information back to the clerk. The insurance renews on the 1<sup>st</sup> June 2024.
5. Grant Applications -

402-24/25

**MATTERS ARISING**

Cllr VC would like tree surveys to be placed on the agenda for the next meeting. Cllr DC mentioned about Speed Watch attending at the next meeting.

403-24-25

**DATE OF NEXT MEETING**

The next meeting of Nuthurst Parish Council will be held on 19<sup>th</sup> June 2024, at Mannings Heath Village Hall, commencing at 7.30pm.

*Meeting closed at 20.55hrs.*

*Signed.....*

*Dated.....*