



Lisa Wilcock, Clerk to Council  
Nuthurst Parish Council  
P O Box 1098  
Horsham  
West Sussex  
RH12 9YX

Email: [clerk@nuthurst-pc.co.uk](mailto:clerk@nuthurst-pc.co.uk)

Website: [www.nuthurstparishcouncil.co.uk](http://www.nuthurstparishcouncil.co.uk)

Contact Number: 07795 593369

Minutes of the Ordinary Parish Council Meeting held at Mannings Heath Village Hall on Wednesday 20<sup>th</sup> November 2024 at 7.30 pm.

**Present:** Cllrs D Cotton (Chairman), Cllr C Kenny (Vice Chairman), Cllr V Court, Cllr S Catterall.

**Also Present:** County Councillor Nigel Jupp, District Councillor Dennis Livingstone.

**Apologies:** Cllr W Bayley, Cllr K McGovern, Cllr S Newell.

**Clerk:** Lisa Wilcock

There were 5 members of the public.

*Meeting commenced 1933hrs*

478-24/25 **ATTENDANCE AND APOLOGIES FOR ABSENCE**

It was RESOLVED to NOTE that apologies for absence were received from Cllr K McGovern, Cllr S Newell and Cllr W Bayley.

479-24/25 **DECLARATIONS OF INTEREST**

It was RESOLVED to NOTE that no declarations of interest were made, as defined under the Localism Act 2011 and the Parish Councils Code of Conduct.

480-24/25 **CHAIRMAN'S ANNOUNCEMENTS**

None.

481-24/25 **PUBLIC SESSION**

None.

482-24/25 **APPROVAL OF THE MINUTES OF THE FULL COUNCIL MEETING-**

The Minutes of the Full Council meeting on the 16<sup>th</sup> October 2024 were accepted and approved as a true record of the meeting, **It was agreed that the chair of the meeting duly signed the minutes of the meeting held on the 16<sup>th</sup> October 2024 as a true and accurate record.**

483-24/25 **PLANNING – to agree responses to the following planning applications.**

i) **DC/24/1688 - Stone Cottage Winterpit Lane Mannings Heath West Sussex RH13 6LZ**

Surgery to 1x Magnolia *Recommendation from Tree Wardens – no objection.*

It was RESOLVED no objection to the application.

ii) **DC/24/1694 - Ghyll House Farm, Limekiln Farm Broadwater Lane Copsale West Sussex RH13 6QW**

Non-Material Amendment to previously approved application DC/23/1325 (Construction of a stable block with associated storage and staff room facilities. Construction of machinery/hay storage barn and a water borehole plant room. Construction of a sand school) for the stable block to be turned 90 degrees to face south-west, the pond to be moved 10 metres, and the plant room to be re-positioned over water borehole.

It was RESOLVED no objection to this application.

iii) **DC/24/1679 - The Lodge Polecat Lane Copsale West Sussex RH13 9DJ**

Application to confirm the continuous use of a holiday let as an occupied dwelling for a period in excess of ten years (Lawful Development Certificate - Existing).

It was RESOLVED no objection to the application.

iv) **DC/24/1585 - St Andrews Church Of England Primary School Nuthurst Street Nuthurst West Sussex RH13 6LH**

Erection of a single storey extension to school building and replacement of pre-fabricated nursery building.

It was RESOLVED to support the application.

v) **DC/21/1548 - Stakers Gill Stud Stakers Lane Southwater Horsham**

Removal of Condition 4 of previously approved application DC/21/1230 (Erection of a log cabin for rural worker) relating to rainwater harvesting.

It was RESOLVED no objection to this application. *Noted application now permitted.*

484-24/25

**REPORTS FROM OTHER AUTHORITIES**

**District Councillor Dennis Livingstone provided an update on District Council business:**

- Capitol Theatre refurbishment is to be reappraised and will be rescoped at a reduced costs due to cost estimate increased by 25%. Revised seating, roof and replacement boilers to air sourced heat pumps, key stakeholders have been involved and feedback has been considered and will prioritise work. Jack in the Beanstalk is booked for this panto season.
- Increase in car park charges which have not been increased since 2022 are to go up by 9% and larger increases for Sunday charges have been agreed but this will be monitored by HDC. Noted the cheapest way to get to town is by public transport so the bus is the best option.
- Neighbourhood Wardens – there is the possibility of a joint scheme together with neighbouring parish councils. Officers at HDC will endeavour to put a presentation together at the council offices for council clerks to attend. Estimated costs for 4 rural parishes together, 8000 people at a cost of 0.24p per resident per week.

**County Councillor Nigel Jupp provided an update on County Council business:**

- Apologised for late arrival due to Southwater Parish Council meeting.
- WSCC have launched a consultation for the Budget 25/26. Public are encouraged to log into [WSCC website](#) to complete the application.
- The county councillor supported the Speedwatch application. Matt Gray to have a teams meeting with the Clerk, County Councillor and Chairman to complete the application. Noted that question of the police reports of the accidents rarely talk about speed. Noted that mitigated Legal costs does not speed up the application but is looked on favourably. There are 34 schemes currently under assessment. This year 7 were approved. Costs associated with this project are to be brought back to council.
- Signage Deer Signs. Matt Gray to contact the Clerk about the signage request. Noted the Clerk is arranging a document to show where signage is most required where deer cross the highway. Clerk to speak to Cllr S Newell as the resident deer warden is currently updating the document. Noted signage for horse riders is also being raised.

485-24/25

**WARDENS**

Item was raised under reports from other authorities.

486-24/25

**SPEEDWATCH APPLICATION**

to approve the final draft of the Speedwatch application and to agree submission of form to the County Councillor Nigel Jupp for approval and to WSCC for the application to be processed. Roger Cato has very kindly provided council the written proposal. Council thanked Mr Cato for his hard work on this project. Noted that each councillor signed the document at the meeting. It was **considered** that the vehicle activation sign would be applied for by the Clerk. Details of the sign are within the speed reduction document. The vote was unanimous. It was RESOLVED to approve the speed reduction application. Clerk to submit the application to the WSCC portal for the vehicle activation sign. Clerk to submit the speed document to WSCC for speed reduction application with County Councillor Nigel Jupp.

487-24/25

**SOUTHERN WATER CONSULTATION** – to **consider** a response to the Southern Water It was agreed that Cllr D Cotton and Cllr C Kenny will submit a response on behalf of the council.

488-24/25

**CARBON BUSTERS** – to **receive** the minutes from 11<sup>th</sup> November 2024 and to **agree** a representative(s) to attend future meetings. Noted Cllr W Bayley is the representative. It was RESOLVED that Cllr D Cotton will represent the council in Cllr Bayley's absence. *After the meeting a representative from carbon busters confirmed that all meetings and attendance will be confirmed via the Clerk.*

489-24/25

**VILLAGE GREEN AND PLAYGROUND**

- i) It was noted to **accept** the playground report. Wicksteed attended site with the Clerk and Cllr C Kenny. Wicksteed are replacing the broken caps. The wet pour and mulch will need a regular weed kill maintenance programme. Wood warping will be monitored over the summer as the cracks are considered safe unless they are a greater width than 8mm. An update on the meeting was emailed by the Clerk to council. It was **agreed** that a schedule of maintenance to be provided by the Chairman and to be passed to Cllr V Court to take to the cricket club. Item to be raised at the next Roads, Footpaths and Open Spaces agenda.

- ii) to **consider** recommendation at Roads Footpaths and Open Spaces Committee to **approve** payment for replacement signage at a cost of £645 ex VAT. It was RESOLVED to approve the cost subject to Roads, Footpaths and Open Spaces agreeing the proofs. Action Clerk.

490-24/25 **STREETLIGHTS** – to **consider** recommendation at Roads Footpaths and Open Spaces Committee to **approve** payment for streetlight repair at a cost of £1050 ex VAT. It was RESOLVED to approve the payment. Clerk to instruct Streetlights.

491-24/25 **REPORTS FROM REPRESENTATIVES** – to receive any updates from Councillors.

- i) **WSALC AGM** – 4/11/24 at Amex Stadium. 180 attended the report from CEO was circulated. There is a change of management at WSALC, the administration work will now be done by Emily Simpson in-house and not by Mulberry and Co from 31<sup>st</sup> December 2024. There were 3 speakers Chief Constable for West Sussex Police, East and West Sussex Transport group and Steve Tilbury Planning. *Details from the meeting was circulated to councillors.*
- ii) **Sussex Police Teams Meeting** – PCSO Christina Laws held the meeting from Horsham Police Station. Cllr C Kenny was the only person in attendance. Noted that there are problems in Southwater as it is a near parish neighbour this item was discussed further. Next meeting is 12<sup>th</sup> December 2024 7pm via Zoom/Teams.

492-24/25 **FINANCIAL**

- i) It was RESOLVED to **accept** the Interim Auditor Report. Audit report was very good with a few actions. Clerk to issue report on to website.
- ii) It was RESOLVED to **approve** the invoice from the Internal Auditor.
- iii) It was RESOLVED to **approve** Nat West bank reconciliation for October.
- iv) It was RESOLVED to **approve** Nat West bank transactions for October.
- v) It was RESOLVED to **approve** the budget FY25-26. It was RESOLVED to set the Precept at £57,500.
- vi) It was RESOLVED to **accept** Local Government Services, Pay Agreement 24/25, Clerk contract.
- vii) It was **RESOLVED** to **approve** the schedule of payments for November.
- viii) It was considered to spend up to £100 to obtain copies of the land registry documents to progress with the cycle route. It was RESOLVED to approve a spend of up to £100.

493-24/25 **POLICIES**

It was RESOLVED to **adopt** the updated Financial Regulations Policy as per recommendation by internal auditor report.

494-24/25 **MATTERS ARISING** - For councillors to raise anything they would like to place on the agendas for the next meeting.

- Parking at the school to be raised in Roads Footpaths and Open Spaces.

495-24/25 **MEETING DATES**

It was RESOLVED to approve the meeting dates to May 2025.

It was RESOLVED to note that the next full council meeting is on 21<sup>st</sup> January 2025.

Meeting closed 2106hrs

Signed..... Dated.....