

NUTHURST PARISH COUNCIL

Minutes of the Meeting of Nuthurst Parish Council Parish Council Meeting held on Wednesday, 3rd April 2019 at **St Andrews CofE School, Nuthurst** commencing at 8.00 p.m.

PRESENT: Cllr V Court (Chairman), Cllr J Assassi, Cllr F Boulter, Cllr J Chaytor, Cllr G Dixon, Cllr A Gaffney, Cllr O Hydes (OBE), Cllr J Mercer, Cllr T Nelson and Cllr S Turner.

ALSO IN ATTENDANCE: Sarah Hall Parish Clerk, County Councillor Nigel Jupp, District Councillor Toni Bradnum, and ten members of the public.

7604/18-19 APOLOGIES FOR ABSENCE

It was **RESOLVED** that apologies for absence from Cllr J McClean be **APPROVED**.

7704-18/19 DECLARATIONS OF INTEREST

Cllr O Hydes declared a Personal Interest in DC/19/0629, the applicant being his neighbour.

7804/18-19 CHAIRMANS ANNOUNCEMENTS

The Chairman advised that item 7, District and County Councillor's reports, would be moved up the agenda and discussed after item 3, Chairman's Announcements.

7904/18-19 District and County Councillors Reports

County Councillor Nigel Jupp advised that the government are encouraging County Councils to collect food waste and to comply with government aspirations there will be a trial in Mid Sussex in the autumn.

The County Councillor will be attending the County Councils Annual meeting on 5th April 2019, included on the agenda are motions for 'Climate Change' and '16-year olds being able to vote'. The meeting will be available for viewing via webcast.

Velo South is programmed for 2020, such events are welcomed by WSCC and promote the economy. The leader has advised that there will be further consultation with County Councillors.

County Councillor Nigel Jupp thanked Val Court, the Chairman of the Parish Council, and wished her a long and happy retirement.

District Councillor Toni Bradnum joined the meeting at 8.30pm

District Councillor Toni Bradnum advised that the proposal for a single Planning Committee will be going to Council on 24th April 2019. Ray Dawe, the Leader of the Council is opposed to the proposal. In future, if a Councillor is on the Planning Committee, they will be required to attend planning training.

HDC are asking residents to collect 'dashcam' footage of fly tippers. There could be issues under FOI and the District Councillor is looking into the matter further.

The application, submitted by Copsale Hall, for S106 fund has been approved by the Obligations Panel.

8004/18-19 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that the Minutes of the Full Council Meeting held on 6th March 2019 and the minutes from the Extra Ordinary Meeting held on 13th March 2019 be confirmed as a correct record and be signed by the Chairman.

The draft minutes from the [Annual Parish Meeting](#) held on 13th March 2019 will be approved at the next meeting in 2020.

8104/18-19 COMMITTEE MINUTES / REPORTS

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

- i) Planning Committee – 20th March 2019

8204/18-19 CORRESPONDENCE

It was **RESOLVED** to **NOTE** the following items of correspondence.

- i) **Horsham District Council**
 - a) Email dated 14th March 2019, from Tracey Robbins, inviting the Chairman to HDC's Annual Reception on Wednesday 22 May 2019.
 - b) Email dated 15 March 2019, from Melanie Stowell advising that a S106 Grant application had been received from Copsale Hall and it would be considered at the Planning Obligation Panel meeting on 1 April 2019.
- ii) **West Sussex County Council**
Included on weekly briefing notes.
- iii) **General Correspondence**
 - a) Email dated 4th March 2019, from Paul Richards, SALC, providing further information on inviting a representative of the Lord Lieutenant or military personnel to commemorative events.
 - b) Email dated 7th March 2019, from a resident in Greens Lane, asking for permission to erect a road name sign on the south side of the road, on Parish Council land.
 - c) Email dated 12th March 2019, from a Mannings Heath resident, expressing her concerns about children's safety when crossing Pound Lane, to get to the bus stop, now that the access road in front of the village store is now closed.
- iv) **Sussex Police**
Included on weekly briefing notes.

8304/18-19 PUBLIC SESSION

A Mannings Heath resident asked the Members standing again to write a brief article for inclusion in the May edition of the Link, the first Link Business Fair on Saturday 13th April 2019 was also promoted and Val Court was thanked for doing a fantastic job on behalf of the residents and wished all the best for the future.

In reply to the question concerning which crossover was covered by EN/17/0062, the illegal crossover is between Micklepage and Winthrift in Nuthurst (PROW 1806).

8404/18-19 PLANNING MATTERS

i) NEW APPLICATIONS

<u>DC/19/0629</u>	Surgery 1 x Willow Willow House, 4 The Quarries, Mannings Heath RESOLVED To raise no objection to the application.
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ii) DECISIONS OF DEVELOPMENT CONTROL COMMITTEE (NORTH)

It was **RESOLVED** to **NOTE** the following decisions:

HDC PERMITTED – DC/19/0074, DC/19/0075, DC/19/0086 & DC/19/0130

APPLICATION WITHDRAWN – DC/19/0182 (Hawthorns)

PLANNING APPEALS LODGED – DC/18/0846 (Keatings)

PLANNING APPEALS ALLOWED – DC/17/2524 (Micklepage)

iii) PLANNING UPDATES

a) Planning Inspectorate Appeals

There are five ongoing planning appeals, details listed below:

- Land behind Millers Mead (APP/Z3825/C/18/3193063)
- Forest House Cottage (APP/Z3825/W/18/3207326)
- Dun Horse Inn (APP/Z3825/W/18/3214122)
- Little Homefield (APP/Z3825/W/19/3222837)
- Land North of Keatings (APP/Z3825/W/19/3223965)

b) Keatings / Hollyhocks (DC/18/0846)

The applicant has appealed against HDC's refusal to grant planning permission for two dwellings in the gardens of Keatings / Hollyhocks. A draft copy of the written representation for submission to the Planning Inspectorate has been circulated to the Councillors.

RESOLVED to support the content of the draft letter and submit to the PI.

c) Little Homefield (DC/18/1849)

The applicant has appealed against HDC's refusal to grant planning permission for six no. three bedroom dwellings in the land at the rear of Little Homefields. A draft copy of the written representation for submission to the PI has been circulated to the Councillors.

RESOLVED to support the content of the draft letter and submit to the PI.

d) Coolhurst Close (DC/18/1792)

An additional five dwellings were permitted, subject to a satisfactory S106 agreement for affordable housing being completed by 6th February 2019. HDC advised on 13th February 2019 that the legal process would be extended for a further month, nearly two months have now elapsed and the Parish Council are not aware that a suitably worded agreement has been secured.

RESOLVED to write to HDC and request for the planning application to be refused in accordance with the Addendum note to the Committee Report dated 6th Nov 2018.

e) Forest House Cottage (DC/18/0793) & Dun Horse (DC/17/2294)

Still waiting for a decision from the PI on both applications.

f) Hawthorns, Bar Lane (DC/19/0182)

An email on HDC's website indicates that the applicant will withdraw the planning application for the holiday lets. Instead, a planning application is likely to be submitted to change the use of the land from 4 gypsy pitches (DC/17/2216) to provide 4 park homes and change the use of the existing building to holiday lets.

g) **Elite Garage (DC/19/0298)**

The application for prior approval for a proposed change of use of a building from office use to dwelling house has been refused by HDC on environmental grounds, this is in line with the Parish Council's concerns. The applicant is now required to submit a full planning application with all the supporting documentation.

iv) **CROSSOVER TO FIELD BEHIND MILLERS MEAD**

The applicant appealed to the High Court to get the appeal decisions quashed and the PI is now required to re-determine the gypsy pitch appeal, to date a new inspector has not been assigned to the case. Consideration will need to be given to 'temporary permission for gypsy pitches'.

Despite repeated requests HDC did not forward a copy of the report, this was eventually received from the PI and the documentation confirmed that the Enforcement Order for the crossover (EN/17/0062) still stands.

RESOLVED to write to the Chief Executive of HDC and Head of Planning stating that the Enforcement Order has been upheld by the PI and that the crossover needs to be removed and the land being re-instated.

8504/18-19 PARISH PLAN

i) **Parish Plan**

It was **RESOLVED** to **NOTE** that the Parish Plan has been updated and any new projects will be discussed after the elections.

ii) **Improving green spaces in the Parish**

It was **RESOLVED** to **NOTE** the daffodils planted in the autumn of 2017 and 2018 looked lovely throughout the Parish. However, WSCC have inadvertently cut the shoots of the bulbs, which were due to flower as the daffodils died down, on the green in Mannings Heath. To prevent this happening again the Clerk will:

- a) Write to WSCC and request that the area in-between the daffodils is not cut.
- b) Install physical barriers (willow hoops).

iii) **Parish Walks**

It was **RESOLVED** to **NOTE** Jonathon Simons will guide a 'Spring Flower' walk on 5th May 2019. The walk will start at Copsale Car Park, go along the Downs Link towards Southwater, down Polecat Lane and towards Elliotts, the walk will be about 3 miles.

Standing Orders were suspended between 8.40pm and 8.45pm

Alternative walks are being looked into. The walk detailed above could be very muddy if there is a lot of rain.

8604/18-19 LOCAL ASSOCIATION AND OTHER BODIES REPORTS

The Chairman advised that the HALC meeting on 25th March 2019 was well attended and the minutes have been published. HALC have written to the Chief Executive stating that there has been a lack of consultation on the proposed changes to the Planning Committee, the reply will be discussed at the forthcoming WSALC Meeting.

8704/18-19 FINANCE

i) **Invoices for payment**

Cheque/Ref	Payee Name	Details	Net £	VAT £	Total £

Direct Debit	EDF Energy (January)	Unmetered Electricity Supply	189.69	9.48	199.17
S/Order	Profitable Web	Website/Email Support (Apr)	30.00		30.00
001937	S Hall (Clerk)	Expenses	197.05	0.93	197.98
001938	V Court (Chair)	Internet/Stationary	12.50		12.50
001939	WSCC	Clerks Salary February 2019 (8001360996)	1269.52		1269.52
001940	WSCC	Payroll Administration 1 Oct 2018 – 30 March 2019 (8001362692)	37.74	7.55	45.29
001941	WSALC	WSALC & NALC Subscription 2019/20 (925)	600.85		600.85
001942	SSALC	Clerks Networking Day (12882)	90.00	18.00	108.00
001943	AirS	Village Hall Subscriptions 2019/20 (MHVH & Copsale Hall)	240.00	48.00	288.00
001944	SSE Enterprise	Repair 2 x lights Pound Lane (opp Shillings & nxt to bus stop) (867943)	209.64	41.93	251.57
S/Order	Sarah Hall	Clerks quarterly Office Allowance	87.50	0	87.50
Sub Total			2964.49	125.89	3090.38
Paid Between Meetings					
001936	Sarah Hall	Expenses	165.87	20.28	186.15
Paid at the Meeting					
001945	BEL Signs	Noticeboard	746.00	149.20	895.20
Total			3876.36	295.37	4171.73

To note the following receipts:

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI	Nat West	Interest February 2019	4.62		4.62
Total			4.62		4.62

- ii) It was **RESOLVED** to **APPROVE** the [bank reconciliation for February 2019](#)
- iii) It was **RESOLVED** to **NOTE** the [cheques exceeding £500.00](#) (March–April 2019)
- iv) It was **RESOLVED** to **APPROVE** the transfer of £3,500.00 from the Nat West deposit into the current account.
- v) It was **RESOLVED** to **REQUEST** further quotations for the sanding and repainting of the children's swings and climbing frame. The barriers in front of the swings also need painting and these need to be included in the quotations.

8704/18-19 MANNINGS HEATH VILLAGE GREEN

- i) It was **RESOLVED** to **NOTE** that the Chairman has carried out a full inspection of the play equipment and there is nothing to report. The replacement rocker is on order, the swings, barriers and climbing frame need repainting (quotes are being requested), there are still mole hills in the children's play area and the grass was cut on 3rd April 2019.
- ii) It was **RESOLVED** to **NOTE** actions relating to Village Green matters.

- iii) It was **RESOLVED**, after much discussion, to **PROCEED** with the treatment of the Chafer bugs with 'Nematodes' and traps. The area damaged by the Chafer beetles will also need new topsoil, grass seed and fertilisers, the total cost of the treatment will be **£4,090.80**. The Cricket Club have very kindly offered to carry out the treatment/remedial works to the village green FOC. After the initial treatment there will be further annual treatments, however, these should not exceed £30.00 PA.
The motion to accept the quotation of £4,090.80 was **proposed** by Cllr J Mercer and **seconded** by Cllr S Turner. The Members also voted and eight Councillors supported the proposal. All orders are to be processed by the Clerk.
- iv) It was **RESOLVED** to **NOTE** that the construction of the new Cricket Pavilion is well under way and the Chairman thanked the Cricket Club for their continued maintenance of the village green.
- v) It was **RESOLVED** to **NOTE** receipt of the Cricket Clubs Public Liability Insurance Policy and Risk Assessment for the 2019 season.

8804/18-19 HIGHWAY MATTERS

There are a number of new potholes in Pound Lane which need to be reported to WSCC Highways.

8904/18-19 ELECTIONS MAY 2019

- i) It was **RESOLVED** to **NOTE** that Purdah commenced on 26th March 2019.
- ii) It was **RESOLVED** to **NOTE** that the District & Parish Council nominations closed at 4.00pm 3rd April 2019.
- iii) Due to ill health and issues with prescribed medication Cllr J McClean has decided not to stand as a Councillor in the May elections.

9004/18-19 OPPORTUNITIES FOR PARISH COUNCILS TO SUPPORT HEALTH & WELLBEING

- i) It was **RESOLVED** to **NOTE** the [Mental Health Matters Seminar](#) 9th May 2019.

9104/18-19 NUTHURST REMEMBERS

Mr Paddy Bullen provided an update on 'Nuthurst Remembers', the project to plant memorial trees in each of the hamlets and Mannings Heath:

Sites

- Copsale Hall
- Green between Copsale Road and Nuthurst Road, Maplehurst
- Nuthurst Church have agreed in principal
- The developer (Denton Homes) will be approached re a location near the pond in Monks Gate
- Mannings Heath Village Green

Species

The species have yet to all be decided, however, a Black Poplar is proposed for Monks Gate. This tree is extremely rare, most being felled in WW1 for ammunition boxes.

Publicity

The project is being promoted in the Link and Cllr J Assassi was thanked for creating a Facebook page. The next task will be getting the material for the brochure.

Finance

- The trees are estimated to cost £1,000.00

- To date £100.00 has been received in donations
- Waiting for confirmation on grants from the Tree Council
- Collection boxes have been made and will be left out at local events

Next meeting

The next meeting will concentrate on fund raising and publicity and will take place on 4th April 2019.

9204/18-19 COUNCILLOR TRAINING/SEMINARS

It was **RESOLVED** to **NOTE** the [Councillor Training Programme 2019/20](#)

9304/18-19 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 15th May 2019 agenda.

9404/18-19 DATE OF NEXT MEETING

It was **RESOLVED** to **NOTE** the date of the next meeting is Wednesday 15th May 2019.

The Chairman wished the Councillors standing again 'Good Luck' for the future.

There being no other business, the meeting closed at 9.25pm

Chairman

Date