

# NUTHURST PARISH COUNCIL

Minutes of the Parish Council Meeting  
held on Wednesday, 1<sup>st</sup> November 2017  
**St Andrews CofE School, Nuthurst**  
commencing at 8.00 p.m.

**PRESENT:** Mrs J Assassi  
Mrs F Boulter  
Mrs A Gaffney  
Mr O Hydes (OBE)  
Mr T Nelson  
Mr S Turner

Also in attendance were District Councillor Toni Bradnum and two members of the public.

The Chairman and Vice Chairman were unable to attend the meeting, Councillor A Gaffney proposed Councillor T Nelson to Chair the meeting, the motion was seconded by Councillor S Turner.  
**RESOLVED** Councillor T Nelson to Chair the meeting.

**0111/17 APOLOGIES FOR ABSENCE** were received from Councillor V Court, Councillor J Chaytor, Councillor G Dixon, Councillor J Mercer, Councillor J McClean and County Councillor Nigel Jupp.

**0211/17 DECLARATIONS OF INTEREST** none.

## **0311/17 CHAIRMANS ANNOUNCEMENT**

The Clerk recorded the meeting and the recording will be erased after the minutes have been agreed.

## **0411/17 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING**

The minutes from the Full Parish Council Meeting, held on 4<sup>th</sup> October 2017, were approved as a true record of the meeting.

**0511/17 TO RECEIVE REPORTS FROM THE SUB-COMMITTEES** none.

## **0611/17 TO ADOPT COMMITTEE AGREED MINUTES**

The minutes from the Planning Committee Meeting, held on 18<sup>th</sup> October 2017, were approved as a true record of the meetings.

**The acting Chairman signed the approved minutes at the close of the meeting.**

**0711/17 CORRESPONDENCE** – to receive and discuss correspondence received by Council.

### **i. Horsham District Council**

- a) Email dated 5<sup>th</sup> October 2017, from Tom Crowley, advising that he will be leaving HDC at the end of March 2018.
- b) Email dated 20<sup>th</sup> October 2017, from Mark Daley, Planning Officer, providing details Brownfield Land Register Consultation.  
**There are no sites included in the Brownfield Land Register in the Parish or neighbouring parishes.**

### **ii. West Sussex County Council**

- a) Email dated 6<sup>th</sup> October 2017, from Kathryn Brooks, re-introducing WSCC Partnerships and Communities Team.

### **iii. General Correspondence**

- a) Email dated 14<sup>th</sup> October 2017, from Ali Goss, asking if the 2018 Theatre on the Green production could be held on the Village Green on Wednesday 6<sup>th</sup> June 2018.  
**The Members approved the request and the Clerk will issue a licence upon receipt of the Public Liability Insurance Certificates (£10mill). The Clerk will also advise the Cricket Club the date of the event.**
- b) Email dated 15<sup>th</sup> October 2017, from Beverley Bell, HALC Secretary, providing details of the annual meeting of HDC and HALC.

- c) Email dated 24<sup>th</sup> October 2017, from Dennis Livingstone, Copsale Hall Chairman, thanking the Parish Council for promoting Copsale Hall's monthly Bacon Butties in the Photography competition.

**iv. Sussex Police**

All correspondence included on Weekly Briefing Notes.

**The above correspondence was noted.**

**0811/17 DISTRICT AND COUNTY COUNCILLORS REPORTS**

District Councillor Toni Bradnum advised that Tom Crowley would be retiring in 2018, the position is being advertised and the appointment of the new Chief Executive will be made by the Personnel Committee.

The temporary accommodation units in the Bishopric have been filled with twenty families and this has helped reduce the number of people being housed in bed and breakfasts.

Twenty new affordable housing units were opened in Cowfold in September, if the units are not all occupied by Cowfold residence they will be offered to neighbouring Parishes.

There is a shortfall in the number of Traveller pitches, there are no proposed sites in the Parish and the District Councillor has requested the private application for a Traveller site in Bar Lane go to Committee.

HDC are promoting Community Wardens and are offering Parishes subsidies for two years if they engage Community Wardens, some Parishes are sharing the cost of the Wardens.

The District Councillor gave her apologies for the HDC/HALC Annual meeting on 13<sup>th</sup> November.

**PUBLIC FORUM** - none

**1011/17 PLANNING MATTERS**

i.

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| <p><b>DC/17/2282</b><br/>06/10/2017</p> <p><b>RESOLVED</b></p> | <p><b>Prior Notification for the replacement of 3no. antennas and installation of up to 3no additional antennas, mounted to the existing replica tree mast. The addition of up to 3 no. 600mm dishes and replacement of existing 1 no. 300mm dish, with 1 no.600mm dish, mounted to existing replica tree mast. At ground level, the installation of new equipment cabinets, not exceeding 2.5 cubic metres in volume. Together with additional ancillary equipment as required.</b><br/>Orange Aerial Mast, Abinger Hill, Maplehurst Road, West Grinstead</p> <p><b>To raise no objection to the application, however, the Parish Council request for any new apparatus be painted green.</b></p>  |
| <p><b>DC/17/2293</b><br/>25/09/2017</p> <p><b>RESOLVED</b></p> | <p><b>Refurbishment of existing Public House (A4 Use) on the ground floor. Demolition of the outside toilet block and erection of external access stair for independent access to two flats (C3 Use) at first floor. Erection of roof dormer windows at the sides.</b><br/>Dun Horse Inn, Brighton Road, Mannings Heath</p> <p>Policy 11: Community Facilities of the Nuthurst Neighbourhood Plan states <i>"Proposals to improve the viability of an established community use of the following buildings and facilities by way of extension or partial redevelopment of existing buildings will be permitted, provided the design of the scheme and the resulting increase in use are appropriate in design terms and will not harm the amenities of adjoining residential properties."</i> The Dun Horse Inn is one of these buildings.</p> <p>In the light of Policy 11 of the Neighbourhood Plan, the Parish Council would wish, in theory, to be able to support this planning application.</p> <p>However, the Parish Council has reservations about this application and, at this point in time, finds itself unable to support it.</p> |

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|  | <p>The Parish Council needs the applicant to provide far more information before it can make a decision.</p> <p>Specifically, the applicant needs to provide, as a minimum, the following:</p> <p>1) A "Business Case and Viability Report", since under Policy 11 the Parish Council needs to be satisfied that the proposal will "improve the viability" of the Dun Horse Inn.</p> <p>The Parish Council bears in mind that the Inn closed nearly two years ago because the business was failing and despite a lengthy attempt to sell the business as a public house, no buyer in the trade was found. Therefore it was subsequently sold to an investment company.</p> <p>2) A full "Transport Safety and Parking Assessment Report" is needed, since this site is located at the very busy junction of Pound Lane with the A281 Brighton Road.</p> <p>If this building is to return to use as a public house, far more parking is required than currently exists for customers and staff, as well as for the occupants of the proposed two flats. (Note that West Sussex County Council has repeatedly said that the "triangle" is public highway and cannot be counted as parking and that only two parking spaces are available parallel to the front of the building).</p> <p>Far more additional parking is required to ensure compliance with Policy 11 of the Neighbourhood Plan which states that development must "<i>not cause harm to the amenities of adjoining residential properties</i>".</p> <p><b>On receipt of satisfactory reports as described above, the Parish Council would hope to be in a position to determine whether or not to support this application.</b></p>   |
| <p><b>DC/17/2294</b><br/>23/10/2017</p> <p><b>RESOLVED</b></p> | <p><b>Erection of a four-bedroom detached house with parking on the former public house garden amenity.</b><br/>Dun Horse Inn, Brighton Road, Mannings Heath</p> <p><b>The Parish Council strongly objects to this planning application for the following planning reasons:</b></p> <p>(1) The site is not allocated in the Parish's "made" Neighbourhood Plan which provides for about 50 new houses. Horsham District Council has an adequate 5 year supply of new houses. <b>So this additional house is not needed.</b></p> <p>(2) The application contravenes Policies 2 to 8 in the Neighbourhood Plan, which require each development to provide some smaller dwellings in line with one of the Plan's key objectives "<i>To provide a mix of dwelling types including particularly smaller dwellings for young families and starter homes for younger people.....</i>". <b>So this large four bedroom, three bathroom house is not needed in the Parish</b></p> <p>(3) The site is far too small for development. This large detached house would be, at one point, only 1 metre from the refurbished Dun Horse Inn. The living room of the house would directly abut both the new boundary with the Dun Horse Inn site and the external staircase entrance to the proposed flats on the first floor of the Dun Horse Inn. This massing represents severe over-intensive development of the site. <b>This is contrary to Policy 10 of the Neighbourhood Plan and Policy 33 of Horsham District Planning Framework 2015.</b></p> <p><b>This application is also contrary to Section 1.1, 'The Layout of Sites and Size of Plots' of the Nuthurst Parish Design Statement, which states "<i>Houses should not be overly close to one another and should have spaces between them that can be</i></b></p> |

*planted with green living hedges, bushes and trees.* **Only about 14% of the site area shown as garden is available for planting.**

(4) The new house being tall, too close to the Dun Horse Inn and well forward in the plot **creates an unacceptable urban street scene at the main entrance to Mannings Heath village.**

(5) **The over-intensive development of the site and the massing has an adverse effect on the setting of Chulmleigh** on the A281, a grade II listed building in a generous sized plot which is directly opposite the proposed development and in open view just some 20 metres from the site.

(6) **The proposed 4 bed-roomed dwelling is contrary to policies in the “made” Nuthurst Parish Neighbourhood Plan (NPNP) and to the guidance in the Nuthurst Parish Design Statement (NPDS) for the following reasons:**

i) There is no usable rear garden as it is used as hard standing to enable vehicles to turn round. **This is out of character with houses in the immediate area.** It has little usable front garden as the proposed house is only 2 metres from the boundary with Pound Lane. It is thus contrary to Policy 10(ii) of the NPNP which requires developments to *“include adequate functional private garden space appropriate to the dwelling size and type”*. **Only about 14% of the area of the plot is green space** and some of this will be needed for HDC’s three wheelie bins.

ii) **It is also contrary to section 1.1 of the NPDS**, which states *“They (houses) should have gardens at the front and back to provide spaces for children to play, for plants to be grown and to provide some degree of privacy.”* Furthermore, the garden will be overlooked from the external entrance staircase to the flats proposed in the first floor of the Dun Horse Inn.

iii) **The house does not have a garage because the site is too small. This is contrary to Section 1.1 and Section 2.6 ‘Garages’ of the NPDS**, which states *“All houses should preferably have at least one garage which should either be attached to the house or alongside the house.”* This is to avoid unsightly, and in this particular location unsafe, street parking.

iv) The living room of the proposed house has a flat roof. **This is contrary to Section 2.8 of the Nuthurst Parish Design Statement** which says *“Flat roofs should be avoided.”* Flat roofs constitute poor design.

7) The current site is a green space. The proposal is to cover about 86% of it with buildings and driveway. This is unacceptable both aesthetically and practically. It removes a large area of permeable ground for absorbing rain water.

8) The ratio of the footprint area of the proposed house to the plot area expressed as a percentage is 54% whereas for the immediately adjacent property in the Whytings it is 11%. This demonstrates the overdevelopment of the site and how the proposed house is squeezed into a plot which is far too small.

(9) There is no road safety analysis in respect of accessing and egressing the site. The proposed ground floor plan shows the arrangements for a single vehicle entering the drive, turning and parking. This is unreasonable for a 4 bedroom house when the occupants are likely to have two vehicles. The second vehicle would not be able to manoeuvre in order to exit the site safely in forward gear. Additionally, visitors to the house would need to park in the very narrow Pound Lane close to the dangerous junction with the A281 Brighton Road.

**Thus the parking arrangements are unsatisfactory.** Furthermore a vehicle entering the site from the north would need to use some of the opposite carriageway

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|   | <p>to negotiate the turn into the drive.</p> <p>(10) The National Planning Policy Framework does not support development in gardens. The proposed house would be in the side garden of the Dun Horse Inn. At present, the garden provides a green space at the entrance to Mannings Heath. The massing effect of the proposed house alongside the Dun Horse Inn and the removal of several trees and a hedgerow would unacceptably urbanise the entrance to the village.</p> <p>(11) In view of the above objections, the Parish Council strongly considers that <b>no dwelling is acceptable in the very small side garden of the pub because the site is far too small.</b></p> <p>12) Note also:</p> <p>i) the fallaciousness of the applicant's argument in favour of development on the site. The applicant argues that the proposed house recreates the historic composition framing the Dun Horse Inn with cottages either side. This argument is contrived. The applicant's supporting photograph is pre-war when Mannings Heath was far less developed and when occupants of the cottages were unlikely to possess any vehicles. Additionally, far less traffic would have used Pound Lane and road safety would not have been an issue. Some 80 or more years later, the context is very different and the siting of the proposed dwelling is no longer appropriate.</p> <p>ii) the fallaciousness of the photographs submitted. The applicant has presented a very deceptive linear street view which shows the Old Post House cottage almost the same height as the Dun Horse Inn. In fact, it is very much lower as is clearly shown in one of the applicant's photos of the 'existing street view'.</p> <p><b>Conclusion</b><br/> <b>The Parish Council strongly urges HDC to refuse this planning application.</b></p> |
| <p><b>DC/17/2314</b><br/> 13/10/2017<br/> <b>RESOLVED</b></p> | <p><b>Surgery 1 x Oak</b><br/> Brambletye, Winterpit Lane, Mannings Heath<br/> <b>To raise no objections to this application.</b></p>   |
| <p><b>DC/17/2369</b><br/> 25/10/2017<br/> <b>RESOLVED</b></p> | <p><b>Demolition of existing attached garage and erection of replacement of single storey side extension</b><br/> 4 The Birches, Mannings Heath<br/> <b>To raise no objection to the application, however, the Parish Council would like to note that the extension has a flat roof and this is against the guidance in the Parish Design Statement.</b></p>  |

ii. **DECISIONS OF DEVELOPMENT CONTROL COMMITTEE (NORTH)**

**PERMITTED** - DC/17/1419, DC/17/1777, DC/17/1796 & DC/17/1811.

**REFUSE** - DC/17/1707 & DC/17/1750.

**APPLICATIONS WITHDRAWN** - DC/16/2382, DC/17/0301 & DC/17/1077.

iii. **PLANNING UPDATES**

**DC/17/0815 - Church Road, Mannings Heath**

The application for three executive houses was recommended for approval by the planning officer. Letters were sent to all the Members on the Planning Committee and Councillor Hydes and District Councillor Toni Bradnum spoke in objection to the application. The Members overturned the Officers recommendations and application was refused.

The Planning Officers report was flawed and ignored the Neighbourhood Plan and Parish Design Statement.

The applicant has appealed and the appeal will be dealt with by way of the Written Representation procedure.

**RESOLVED** the Parish Councillors unanimously agreed to send a letter to the Planning Inspectorate detailing all the errors in the Officers report.

The Planning Officer only mentioned the beginning of a sentence in the Parish Plan and Tom Crowley has been asked to review the Formal Complaint. The Parish Council should have received a reply to this request within 20 days, this has now expired and Sue Weston has advised that Tom Crowley is on leave and that the matter would be looked into.

**RESOLVED** for Councillor Hydes to discuss with the Chairman of the Parish Council.

**EN/17/0062 - Millers Mead, Nuthurst Street, Nuthurst**

The application for a single entrance to the bungalow was approved, HDC are now preparing Enforcement Notices for the two crossovers which were constructed without planning permission.

The property has been sold and HDC have confirmed that the Enforcement Notice go with the land. It has not been clarified if this land was included in the sale of the bungalow.

**EN/17/0502 - The Paddock, Micklepage, Nuthurst Street, Nuthurst**

The site was allocated in the Neighbourhood Plan for 3 x 3-bedroom chalet bungalows and the Design Statement stated that the dwellings would be retirement properties.

The Planning Officer has visited the site and confirmed that there are a number of differences between what is being built and the planning permission. HDC suggested that a planning application should be submitted for the variations. The developer has continued building the dwellings.

The developer has seriously breached the planning permission. When the application for the variations is submitted, the Parish Council need to object to the application and try and get the application to Committee. If the developers are allowed to get away with this breach it will give a 'green light' to other developers.

**RESOLVED** to send a letter to Dr C Lyons, copying District Councillor Toni Bradnum and Helen Sissons, asking why building has not been stopped until the issues are resolved.

**EN/17/0516 - Orange Aerial Mast, Brighton Road, Monks Gate**

HDC are in communication with the telecom operator to request for the old mast to be removed and for consideration to be given to painting the new mast green. There was not a condition in the planning permission and HDC cannot insist if the telecom operator does not agree to the request.

**RESOLVED** to submit observation to HDC on all 'Prior Notification' applications.

**Monks Gate Millennium Sign**

The Clerk has been in communication with JAKK re the new position of the sign.

**RESOLVED** to advise JAKK that the Members will not authorise payment until the sign has been moved to the original position.

**1111/17 PARISH PLAN**

**i) Improving Green Spaces in the Parish**

1000 bulbs have been purchased and it is planned to plant 800 on the green between Church Road and Lime Kiln Road on Saturday 4<sup>th</sup> November, volunteers will be asked to assist. The balance will be planted at the entrance to Masons Field and around the village gateways. The purchase of further bulbs is included in the 2018/2019 budget.

**RESOLVED** to put leaflets through the doors of local residence and advertise for volunteers to assist with the planting on the notice boards.

**ii) Parish Walks**

Mr J Paine submitted the winning photograph for the October photo competition and will be issued with vouchers for two free bacon butties and drinks at Copsale Hall.

The first guided Circular Walk will take place on Sunday 5<sup>th</sup> November 2017.

**1211/17 LOCAL ASSOCIATION AND OTHER BODIES REPORTS - none.**

## 1311/17 FINANCE

i) To approve the following items of expenditure: -

|   | Net<br>£         | VAT<br>£       | Totals<br>£      |
|---|------------------|----------------|------------------|
| <b><u>Accounts paid by Direct Debit</u></b>   |                  |                |                  |
| EDF Energy Street Lighting Energy (Sept)      | 156.81           | 7.84           | 164.65           |
| Profitable Websites (November)                | 30.00            |                | 30.00            |
| <b><u>Accounts paid at this meeting</u></b>   |                  |                |                  |
| Mrs S Hall Expenses                           |                  |                |                  |
| Internet Access                               | 17.99            |                | 17.99            |
| Travel  | 68.85            |                | 68.85            |
| Paper   | 2.75             |                | 2.75             |
| Mrs V Court Expenses                          |                  |                |                  |
| Internet/Stationary                           | 12.50            |                | 12.50            |
| Mrs G Dixon Expenses                          |                  |                |                  |
| Mileage                                       | 31.68            |                | 31.68            |
| Nuthurst Parish Community Group (Link advert) | 10.00            |                | 10.00            |
| WSCC Sarah Hall Salary September 2017         | 975.86           |                | 975.86           |
| Clarity Copiers (38468) Jul/Aug/Sep           | 174.70           | 34.94          | 209.64           |
| SSALC (11138) WSALC Conference x 4            | 120.00           | 24.00          | 144.00           |
| SSALC (11425) Clerks Networking Day           | 65.00            | 13.00          | 78.00            |
| SSALC (11210) Budget Planning                 | 60.00            | 12.00          | 72.00            |
| SSE Enterprise (681004) Nuthurst Street       | 76.77            | 15.35          | 92.12            |
| <b><u>Paid between meetings</u></b>           |                  |                |                  |
| J Parker Dutch Bulbs                          | 111.66           | 22.33          | 133.99           |
| <br>  |                  |                |                  |
| Total Payments                                | <u>£1,914.57</u> | <u>£129.46</u> | <u>£2,044.03</u> |
| <b><u>Receipts</u></b>                        |                  |                |                  |
| Nat West Interest (September 2017)            | (0.22)           |                | (0.22)           |
| <br>  |                  |                |                  |
| Total Receipts                                | <u>(£ 0.22)</u>  |                | <u>(£ 0.22)</u>  |

**RESOLVED** to approve the above accounts for payment.

ii) To approve and sign the bank reconciliations for September 2017 - **approved**.

iii) To approve the transfer of £4,000.00 from the Nat West Deposit into the current account.

**RESOLVED** to approve the transfer of £4,000.00 into the Current Account.

## 1411/17 MANNINGS HEATH VILLAGE GREEN

i) **Monthly report of the play equipment**

The Chairman of the Parish Council will provide an updated report on the 6<sup>th</sup> December 2017 and Sovereign will be replacing the rear section of the log train week commencing 20<sup>th</sup> November 2017.

ii) **Village Green matters** - no updates.

iii) **Cricket Club issues**

The Cricket Club have started the preparations for the erection of the storage shed.

## 1511/17 HIGHWAY MATTERS

The potholes continue to be reported/repared and the following road works are programmed for November 2017:

**Brighton Road** - Connect to Cadent gas main providing gas supply to new development - Two-Way Signals - 30<sup>th</sup> October - 3<sup>rd</sup> November 2017

**Nuthurst Road** - Site entrance to new housing development - Stop / Go Boards - 6<sup>th</sup> November - 15<sup>th</sup> November 2017 - Contractor - J Devine Civil Engineering Ltd

**Nuthurst Street** - Jetting works to drainage system (between Park Lane and The Old Cottage) - Stop / Go Boards - 3<sup>rd</sup> November - 3<sup>rd</sup> November 2017 - Contractor WSCC

## 1611/17 SPEEDING ISSUES

i) **Installation of the Village Gateways**

WSCC consultation period will end on 11<sup>th</sup> November 2017.

**RESOLVED** for the Clerk to ask PHB Contractors for a provisional installation date.

**ii) Proposed 20mph Speed limit outside St Andrews School**

An update has been requested from County Councillor Nigel Jupp.

**1711/17 BROADBAND IN THE PARISH** - no update.

**1811/17 OPPORTUNITIES FOR PARISH & TOWN COUNCILS TO SUPPORT HEALTH & WELLBEING**

The Chairman, Mrs V Court, will provide an update at the next Full Parish Council meeting.

**1911/17 GENERAL DATA PROTECTION REGULATION**

The preparation for the implementation of the General Data Protection Regulation in May 2018 is ongoing.

**2011/17 PARISH COUNCILLORS CHRISTMAS GET TOGETHER**

The event has been held at the White Horse, Maplehurst for the last two years.

**RESOLVED** for the Clerk to check the availability of the Black Horse, Nuthurst, midweek at the beginning of December.

**2111/17 COUNCILLOR TRAINING/SEMINARS**

The Councillors are in receipt of SSALCs 2018 training programme.

**2211/17 MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA -**

none.

**The meeting closed at 9.20pm**