

# Memo (Agenda March)

**To: Parish Councillors**

c.c: Nigel Jupp (County Councillor) & Toni Bradnum (District Councillor)

**From:** Sarah Hall

**Date:** 10<sup>th</sup> February 2019 (Week commencing 4<sup>th</sup> February 2019)

**Re:** COUNCILLORS' BRIEFING NOTE

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I have outlined below a number of recent developments for your information.

(1) **Planning Applications Issued**

Number	Applicant & Reason	Consultation Closes	NPC Meeting
<a href="#">DC/19/0236</a> 01/02/2019	Surgery to 2 x Oaks, 1 x Beech, 1 x Ash & 1 x Holly The Cottage, Greens Lane, Mannings Heath	22/02/2019	Planning 20/02/2019
<a href="#">DC/19/0286</a> 06/02/2019	Fell 1 x Ash 36 Lime Kiln Road, Mannings Heath	27/02/2019	Planning 20/02/2019
<a href="#">DC/19/0298</a> 07/02/2019	Prior Approval for a proposed change of use of a building from office use (Class B1(a)) to a dwellinghouse (Class C3) Elite Garage Brighton Road Mannings Heath	TBC	TBC

(2) **HDC Decisions**

Number	Applicant & Reason	PC Observation	HDC Decision
	None		

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(3) **Correspondence**

**West Sussex Local Access Forum – aiming to improve and protect countryside access**  
**Email dated 1<sup>st</sup> February 2019 – Jane Noble, WSLAF**

The West Sussex Local Access Forum (WSLAF) aims to improve and protect access to the countryside. Please find attached the latest Annual Report of the West Sussex Local Access Forum (WSLAF), which outlines the work of the Forum over the past year which may be of interest.

The Forum is currently looking for new members. I would be grateful if you could forward this to anyone you think might be interested, and perhaps you could be kind enough to display the attached poster, either on a notice board or on your website if you have one? I have also attached a press release – if you are able to include a short article in your parish magazine or website that would be fantastic.

Membership of the Forum is balanced between users, landowners and managers, and other interests in countryside access, such as conservation, access for the disabled, planning and Councillors. It is looking for people who feel passionately that public rights of way and access to the countryside is important, and would really like to be involved in working to achieve this.

Those on the Forum give their time on a voluntary basis, however transport costs are reimbursed. Training in Rights of Way and countryside access matters is provided for new members. There are four meetings a year: 2

formal meetings supported by West Sussex County Council, which are open to the public, and 2 informal meetings organised by Forum members. In addition there may be site visits and working group meetings to get involved with. We ask interested people to complete a simple application form, please call or email me for further information and an application. We will be assessing applications in March 2019. Further information is also available on the Forum's website: [www.wslaf.org](http://www.wslaf.org)

*Please note the Forum covers West Sussex, outside the South Downs National Park.*

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**Police Property Act Fund – available for community projects**  
**Email dated 1<sup>st</sup> February 2019 – Erica Baxter, PCSO**

I am writing to make sure that each of the Horsham rural district communities is aware of an opportunity that exists for a small funding boost of up to £500. This is from the PPAF - Police Property Act Fund – which is aimed at supporting community projects.

The PPAF is made up of monies received by the police from the sale of found property and from property confiscated by order of court and then sold. The main aim is to support local projects that benefit their community, and applications are considered from voluntary and charitable organisations and community groups.

There are of course some criteria to be met:

A maximum amount of £500 can be applied for by each organisation or charity.

An application will not be considered if a previous donation from us has been made within the past three years.

The decision to make a donation and the amount donated will depend on the number of applications being considered at any one time and the amount that is available in the fund at the time of the application.

Also, each application needs to be supported by a Sussex Police officer or member of staff who has knowledge of the charity or organisation.

It is very likely that there is good work being done within many rural Parishes that may benefit from this arrangement. If you believe that is the case please pass this email on to a person who is managing the project and can properly explain it to me. Once they get in touch with me I can arrange to pop along and meet with them to understand their project, and whenever possible put in an application to the PPAF fund on their behalf.

**The details have been forwarded to the Cricket Club, MH Village Hall & Copsale Hall**

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**SALC Weekly Bulletin 6-2019**  
**Email dated 4<sup>th</sup> February 2019 – Anna Beams, SSALC**

**Latest News**

**For regular news updates please visit**  
[www.ssalc.co.uk](http://www.ssalc.co.uk)

**Review of Local Government Ethical Standards**

**PARLIAMENTARY INQUIRY BACKS NALC CALL TO STRENGTHEN STANDARDS REGIME FOR 100,000 COUNCILLORS**

A year-long Parliamentary inquiry into ethical standards in local government, published today (30 January), has backed calls from the National Association of Local Councils (NALC) for reforms to the current regime aimed at improving behaviour in 10,000 local (parish and town) councils

[Read more](#)

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### Final local government finance settlement

Council tax referendum principles have not been extended to local (parish and town) councils for 2019/20. The Secretary of State for Housing, Communities and Local Government, James Brokenshire MP, published the [final local government finance settlement 2019/20](#) this week, and as expected council tax referendum principles have not been extended to local (parish and town) councils.

[Read more](#)

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### Britain in Bloom

'Parishes in Bloom' is now a permanent category following a successful pilot programme in 2018, [read more](#) for further information and details of how to enter.

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### NALC Management Board Update

NALCs Management Board, which brings together 11 councillors elected from the National Assembly to oversee the work of NALC met on Tuesday 29 January, follow the link for a brief summary of the meeting.

[Read more](#)

**SSALC Login details: Nuthurst Parish Council**  
**Password: 97292**

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### **HALC Minutes Wednesday 23<sup>rd</sup> January 2019** **Email dated 5<sup>th</sup> February 2019, from Beverley Bell, HALC**

Summary: 8 of the 32 Parish Councils and two of the three of the Neighbourhood Councils were represented.

#### **2.0 Guest Speaker: PCSO Erica Baxter Sussex Police**

2.1 PCSO Baxter said one of their current priorities is Operation Alarm in Pulborough to tackle anti-social behaviour. She urged everyone to report problems to the Police to enable them to identify specific hotspots.

2.2 PCSO Baxter is leading on the rural crime initiative as part of the Rural Crime Strategy.

2.3 The Police have a monthly meeting with the Neighbourhood Wardens and are providing training and awareness.

2.4 Shopwatch – look out for fake £20 notes.

2.5 Keep your public building WIFI codes discreet.

2.6 PCSO Baxter would like to hear from Community Speedwatch groups.

2.7 Police and Property Act Fund grants of up to £500 for community groups.

#### **3.0 Guest Speaker: Simon Chandler, Lay Member for Patient and Public**

## **Engagement and Deputy Chair of the Governing Body, Horsham and Mid Sussex Clinical Commissioning Group (CCG)**

3.1 Mr Chandler sits on the CCG Governing Body (~Board) as Lay Patient Engagement lead, and Mr Adrian Brown is the Lay Governance lead. The CCG was formed out of the Primary Care Trust to commission (purchase) local health services. It is GP lead, Dr Minesh Patel is currently the Horsham and Mid Sussex Chair, Dr Laura Hill is the Crawley Chair and will be joint Chair.

3.2 The CCG buys services, for example the Musculoskeletal Service. The CCG designs the care services it provides, manages quality against other organisations, manages its budgets and engages with patients.

3.3 There is a Sustainable Transformation Partnership (STP) covering the 8 CCGs, local authorities and hospitals and other providers of East and West Sussex, East Surrey, Brighton & Hove and Crawley. It has a budget of £2.7 billion to spend on 1.8 million people.

3.4 The CCG endeavours to deliver specialist outpatient services through holding local clinics as well as at major providers. The Sussex Partnership for Mental Health has had great success providing a mental health nurse in a police car on call. . .

3.5 Mr Chandler said we live in a healthy area but we can all improve our health by having regular check-ups, having vaccinations, exercising and , volunteering as well as planning for any significant life changes, e.g. retirement and being near friends and family later in life

3.6 There are opportunities to get more information on what is happening in your local area by signing up for the local health bulletin on the CCG website <https://www.horshamandmidsussexccg.nhs.uk/> and also by getting involved in the next round of health and care conversations

3.7 Mr Chandler concluded by recommending that the Parish Councils continue their efforts on improving their local populations health and look forward to working together on future projects

## **4.0 Guest Speaker: Lewis Jackson, Business Development Manager, Metrobus, Brighton & Hove Buses**

4.1 Mr Jackson said Metrobus covers West Sussex, Surrey and Kent. Compass operates in competition covering local bus routes. Metrobus took over the rural routes from Arriva.

4.2 All buses now have free WIFI, they have audio and visual journey announcements, USB charging points, free Metro newspapers, low entry for pushchairs and wheelchairs and GPS system so you can track your bus via the mobile app.

4.3 You can buy bus tickets using cash, contactless card and mobile phone tickets.

4.4 Buses have undergone a refurbishment programme and there have been trials for an electric bus.

4.5 Mr Jackson said that Metrobus operate a Community Project to find out what people want and can help by sponsoring a bus shelter, flower bed, attend community events etc.

4.6 Mr Searle said the Horsham Town Partnership has produced a map to show bus connections for strategic points around Horsham town to help visitors to our town. It was suggested that Metrobus could look at providing posters of this map in bus shelters around Horsham.

## **5.0 Approval of Minutes of the Meeting on 17 September 2018.**

5.1 It was AGREED that the minutes should be approved and signed as a correct record.

## **6.0 Matters arising from item 5.0 – not on the agenda below.**

6.1 Southwater Parish Council had asked HALC to find out further information about the payment of CIL from Horsham District Council. HDC replied that the CIL regulations require local authorities to pass 15% of its levy receipts (capped at £100 (indexed) per council tax dwelling in the area) to parish councils where development takes place. This rises to 25% once a neighbourhood plan has been made for the area.

These payments are made twice a year, in the April or October following

receipt of the relevant CIL payment by Horsham District Council and, in April and October 2018, a number of payments were passed to parish councils where development had taken place.

6.2 The CIL regulations require these funds to be used to support the development of the relevant area by funding:

- a) the provision, improvement, replacement, operation or maintenance of infrastructure or;
- b) anything else that is concerned with addressing the demands that development places on an area.

## **7.0 Elections 2019**

7.1 Beverley provided details from the Electoral Commission of key dates for the forthcoming Parish Council elections:

<https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parishand-community-council-elections-in-england-and-wales>

7.2 Trevor Leggo reminded Councillors about elections training provided by SSALC.

7.3 Beverley reminded Councillors that the pre-election period called purdah commences with the publication of the notice of election, which will be by 26 March 2019 at the latest. For more information, <https://www.local.gov.uk/oursupport/purdah/what-purdah-means-practice>

## **8.0 SSALC Training Programme 2019**

8.1 Beverley reported that the SSALC training programme 2019 is available to download from the SSALC website, no need to log in.

8.2 Trevor Leggo said SSALC are also able to offer bespoke training.

## **9.0 Reports from Representatives on Outside Bodies:**

9.1 Standards Committee – Next meeting 13 March 2019.

9.2 WSALC – Met on 14 January 2019 and discussed the new health plan for West Sussex.

9.3 SSALC – Next meeting 31 January 2019.

9.4 Community Safety Partnership – The Chairman asked for any issues to be reported to her for the next meeting on 29 January 2019.

9.5 CPRE – No report.

9.6 CLC – Next meeting North Horsham 17 June 2019 and Chanctonbury 03 July 2019. WSCC are looking to reduce the numbers of CLCs across West Sussex.

## **10.0 Members Questions and Comments.**

10.1 The Chairman was asked by the new Chief Executive of HDC why HDC provides funding for the HALC Secretary. The Chairman explained that HDC supports the work that HALC does in the Horsham district; it provides good value for money and enables parishes to talk to one another.

10.2 Free mobility scooter training available.

10.3 HDC planning training on 11 February 2019.

10.4 Consultation on Joint Minerals Local Plan just started.

10.5 Invitation to visit Sussex Police Control Centre 31 January, 19 February and 03 March 2019.

## **11.0 Date of Next Meeting**

11.1 Monday 25 March 2019 at Barns Green Village Hall

11.2 Guest Speaker Acting Sgt Phil Badman, Sussex Safer Roads Partnership to discuss speeding motorcycles on our roads

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## **Appeal of Former Wealden Brickworks, Langhurst Road Email dated 6<sup>th</sup> February 2019, from Jane Moseley, WSCC**

Following consideration of legal advice at a meeting of Planning Committee on 5 February 2019, West Sussex County Council will not defend five of the six reasons for refusal being considered in the above appeal.

Specifically, the County Council will not defend the following:

### **Reason 1: Need**

*It has not been demonstrated that the facility is needed to maintain net self-sufficiency to manage the transfer, recycling and treatment of waste generated within West Sussex. Therefore, the development is contrary to strategic objective 3 of the West Sussex Waste Local Plan 2014.*

The site is allocated in the West Sussex Waste Local Plan 2014, which demonstrates that there is an identified, quantified need for the waste management capacity that this facility would provide. Furthermore, the site benefits from an extant planning permission (WSCC/021/15/NH) for the same waste management capacity. Accordingly, it is accepted that there is a need for the facility and, therefore, the County Council will not defend this reason for refusal.

### **Reason 3: Highway Capacity**

*The development would have an unacceptable impact on highway capacity, contrary to Policies W10 and W18 of the West Sussex Waste Local Plan 2014.*

The proposed development would not involve an increase in HGV movements over that already allowed under the extant planning permission. Accordingly, it is accepted that there is no evidence that there would be an unacceptable impact on highway capacity and, therefore, the County Council will not defend this reason for refusal.

### **Reason 4: Residential Amenity**

*The development would have an unacceptable impact on residential amenity, contrary to Policies W10 and W19 of the West Sussex Waste Local Plan 2014.*

The proposed development would not result in either an increase in HGV movements or impacts from site operations over those already allowed under the extant planning permission. Accordingly, it is accepted that there is no evidence that there would be an unacceptable impact on residential amenity and, therefore, the County Council will not defend this reason for refusal.

### **Reason 5: Public Health**

*The development would have an unacceptable impact on public health, contrary to Policy W19 of the West Sussex Waste Local Plan 2014.*

The County Council accepts that there is no evidence to indicate that there would be an unacceptable impact on public health resulting from the development, acknowledging that no objections were raised in this regard by the relevant statutory consultees (the Environmental Health Officer, Public Health England or the Environment Agency). Further, it is accepted that the planning process should not duplicate other regimes including, in this case, Environmental Permitting. For these reasons, the County Council will not defend this reason for refusal.

### **Reason 6: Cumulative Impact**

*The development, along with other existing, allocated and permitted development, including the North of Horsham development, would result in adverse cumulative impacts, contrary to W10 and W21 of the West Sussex Waste Local Plan 2014.*

The proposed development would not result in increased impacts from HGV movements or impacts from site operations over those already allowed under the extant planning permission. Accordingly, it is accepted that there is no evidence that there would be adverse cumulative impacts, and, therefore, the County Council will not defend this reason for refusal.

For the avoidance of doubt, the County Council will defend the remaining reason for refusal at appeal, namely:

### **Reason 2: Landscape and Visual Amenity**

*The development would have an unacceptable impact on landscape and the visual amenity of the area, contrary to Policies W12 and W13 of the West Sussex Waste Local Plan 2014.*

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**Join Keep Britain Tidy's Great British Spring Clean**  
**Email dated 8<sup>th</sup> February 2019, Keepbritaintiday**



**Will your Town or Parish Council help clean up this country?  
Great British Spring Clean - 22 March - 23 April 2019  
Help us make history and make the Great British Spring Clean 2019 the country's biggest-  
ever, mass-action environmental campaign.**

We want to inspire 500,000 people to join forces to clear litter, including single-use plastic, from our streets, parks and beaches, recycling as much as possible.

Will your Town or Parish Council help clean up this country?

**Yes, we will hold a Great British Spring Clean  
event**

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**Horsham District Year of Culture  
Email dated 9<sup>th</sup> February 2019, from Marc Featherstone**

I've been given your details by my colleague Lisa Brace. We are currently working with Horsham District council for their event 'The year of Culture'. There are lots of amazing events happening throughout the district and I wondered if you would be interested in being part of it.

We are planning a series of events every weekend of the year called 'Project 52'. This will be a wide-ranging programme where we would have an event, performance or workshop somewhere in Horsham District every weekend of the year. I was wondering if you would like to host one of these events in your Parish? Perhaps at a village hall? There would be no cost to yourselves other than the hall hire. We have already paid the artists and the workshops or events would be a free event for people to attend. We would also advertise this on the Year of culture website so we are hoping they will be popular.

At them moment i have started booking events and i am trying to find them a space to perform within the district. I have included list some potential events below, it would be great if you are interested in hosting one of these events, please let me know your thoughts as soon as you can as i am keen to get these live on our website so people can start booking onto them.

I have included a link to our website if you haven't already seen it. There is lots on offer already and we are adding new events all the time.

<https://www.hdculture2019.co.uk/>

Possible workshops

16.03.19 - Dance workshop  
27/28.04.19 - Food talk tbc  
25.05.19 - Band  
22.06.19 - Bubble artist  
27.07.19 - Childrens big art workshop  
17.08.19 - Childrens big art workshop

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Kind regards  
Sarah Hall,  
Clerk to the Parish Council