

# NUTHURST PARISH COUNCIL

Minutes of the Annual Parish Meeting  
held on Wednesday, 14<sup>th</sup> March 2018 at  
**St Andrews CofE School, Nuthurst**  
commencing at 7.30 p.m.

**PRESENT:** Mrs V Court (Chairman) Mr O Hydes (OBE)  
Mrs J Assassi Mr T Nelson  
Mrs J Chaytor  
Mrs G Dixon (Vice Chairman)  
Mrs A Gaffney  
Mrs J McClean

District Councillor Toni Bradnum and ten members of the public were also in attendance.

**2403/18 APOLOGIES FOR ABSENCE** were received from Councillor F Boulter, Councillor J Mercer and Councillor S Turner

**2503/18 APPROVAL OF THE MINUTES** the Minutes from the Annual Parish Meeting, held on Wednesday 8<sup>th</sup> March 2017, were approved as a true record of the meeting and signed by the Chairman. All the matters arising from the meeting have been dealt with during the last twelve months. Copies of the minutes were distributed to the members of the public who attended the meeting.

## **2603/18 PRESENTATION FROM AGE UK HORSHAM**

Sonia Mangan addressed the meeting and explained that AGE UK Horsham is an independent charity and is registered in its own right. The logo is a brand name and shared nationally with AGE UK. The recent closure of the AGE UK shops in Horsham and Billingshurst were run by the national operation and will not impact on AGE UK Horsham.

Anyone over 50 and who pays Council Tax to HDC can potentially use the services of AGE UK Horsham. Essential services are provided, many of which are free, these include:

- Home Visiting
- Help at Home
- Home from Hospital/ Relative Support
- Village Agent Services
- Local Day clubs and clubs for people with dementia
- Information and advice

AGE UK Horsham is not a statutory body and are aware that both Nuthurst and Rudgwick need further attention. Over the next few months the Clerk will be contacted to see if AGE UK Horsham can assist with services in the Parish. The assistance will probably last for two years and will complement the Neighbourhood Plan and Health & Wellbeing projects.

During the last twelve months 32 Nuthurst residents have accessed services offered by AGE UK Horsham.

AGE UK Horsham will be celebrating their 60<sup>th</sup> anniversary in 2018 and have set a target of raising £60,000.00 for their 60 years. Strictly Vintage and the Bolney Pram Race support the Horsham charity and Sonia suggested that an event could be organised in the Parish, not just for fund raising, but also about celebrating 'later life'.

The Horsham District Older Peoples directory has now been published, it is available online and hard copies are available from HDC.

There are 50 home helpers across the district, but some areas, like Nuthurst and Rudgwick, only have a few helpers at present.

The Chairman thanked Sonia for attending the Annual Parish Meeting.

### **2703/18 REPORT BY THE CHAIRMAN ON PARISH COUNCIL BUSINESS 2017/2018**

The Chairman of the Parish Council, Mrs Val Court, welcomed District Councillor Toni Bradnum and the members of the public to the Annual Parish Meeting. The Members present were introduced:

Councillor Val Court (Mannings Heath)  
Councillor Owen Hydes (Mannings Heath)  
Councillor Ann Gaffney (Monks Gate)  
Councillor Tom Nelson (Monks Gate)  
Councillor Jill Chaytor (Nuthurst)  
Councillor Janie McClean (Maplehurst)  
Councillor Gina Dixon (Sedgwick)  
Councillor Julka Assassi (Sedgwick)

Members not present:

Councillor Francis Boulter (Mannings Heath)  
Councillor Jay Mercer (Monks Gate)  
Councillor Steve Turner (Copsale)

The Chairman thanked the Councillors, Councillor O Hydes, who has become the Parish Councils planning guru and the Clerk for their continued support. The Chairman presented Councillor Owen Hydes with a gift and Mrs Hydes and the Clerk with a bouquet of flowers.

The Chairman also thanked the acting Parish Tree Warden, Penny Bullen who is assisted by Paddy Bullen and Councillor J Chaytor.

It has been another very busy year for Parish Council business, updates on the Neighbourhood Plan, Parish Design Statement and Parish Plan are included later in the agenda.

On behalf of SALC, the Chairman has been invited to lobby MP's to support Neighbourhood Plans at Portcullis House on 20<sup>th</sup> March 2018.

A brief description of a few of the matters that the Parish Council had dealt with during 2017/2018 are detailed below:

- The Forestry Commissions Restocking Notice states that 35 trees must be planted on the land north of Monks Gate before 30<sup>th</sup> June 2018.
- Health and Wellbeing is being promoted in the parish, the Parish Council are looking into 'clustering' with Southwater and neighbouring parishes, most Councillors are now trained as 'Dementia Friends', 10 circular walks around the parish have been introduced and the Parish Council are working towards improving the community.
- Village gateways have been installed on the A281 and Nuthurst Road, Monks Gate. Further gateways in the hamlets are programmed with Copsale included in the 2018/2019 budget.
- Ten lighting columns have been replaced in Mannings Heath (Gaggle Wood, Oak Way, Ryecroft Meadow and Lime Kiln Road). The replacement of two further columns (opposite MH village Hall and outside 2 Harriots Close) have been included in the 2018/2019 budget.
- Bulbs have been planted on the green adjacent to Church Road, the entrance to Masons Field and in front of the village gateways, further planting is programmed for 2018.
- The website has been updated and includes a facility to report issues, the information is necessary for the Parish Council to collect data. The website also includes the details/status of potholes reported by the Parish Council (41 since 16/07/2017). A Facebook page has now been introduced.

- Meetings are now recorded and the recording will be deleted when the minutes have been approved.
- The Cricket Club have started work on the store.
- Bartlett Tree Experts have again treated the Horse Chestnuts on the village green for Bleeding Canker and Leaf Miner.
- The children's play equipment is regularly inspected, the last section of the log train has been replaced (under warranty) and relocated.
- The Annual ROSPA report will continue to be 'medium risk' due to the close proximity of the Cricket pitch.
- Flashing warning lights are scheduled to be installed outside Nuthurst School, no date has been programmed for the installation.
- The Clerk continues to write to landowners requesting for hedgerows to be maintained.
- After much confusion re ownership the Parish Council arranged for the wall at the end of Gagglewood to be repaired.
- Five salt bins have been purchased and installed in the parish, WSCC will only replenish the stocks if they activate their Winter Management Plans.
- In conjunction with the Nuthurst Society the Parish Council adopted the heritage phone box in Maplehurst and this has been converted into a book exchange.
- The village halls in the parish are independently run, the Parish Council support the halls through hire fees but does not provide any financial assistance, unless, a grant is requested for a specific purpose.
- Councillor Gina Dixon represents the Parish Council at the CAGNE parish forums.
- Councillor Val Court continues to be Chairman of the Horsham Association of Local Councils.
- The Parish Community Group continue to do an excellent job taking Broadband in the parish forward, Councillor Steve Turner assists with the project.
- Although WSCC are aware of the condition of the road surface in Masons Field and Lime Kiln Road resurfacing is not programmed into their 2018/2019 budget. Priority is given to main roads.
- The Parish continues to be included in WSCC 'pothole patrol' which operates on a find and fix basis.
- The footpath from Sedgwick Lane to Newells Lane remains in a poor state of repair, previous correspondence from WSCC confirmed they are aware of the condition of the footpath but have insufficient funds to action, County Councillor Nigel Jupp has confirmed additional funding to repair footpaths will be available in 2018/2019.

### **2803/18 REPORT BY THE CHAIRMAN OF THE FINANCE COMMITTEE**

The Chairman of the Finance Committee, Councillor Tom Nelson thanked the Clerk for preparing the accounts and provided the following report on financial matters;

#### **2016/2017 (Audited Accounts)**

Budget £33,670.00 / Precept from HDC £33,500.00

The accounts are now being operated on a 'Receipts & Payments' basis and the Internal auditor, Peter J Consultants following suggestions have been actioned:

- i) Including an 'Indemnity' clause to letting contracts.
- ii) Taking regular copies of the cash book and storing away from the Clerk's office.

The external auditor, Littlejohn approved the accounts and did not make any recommendations.

A few items went over budget and the details are listed below:

£ 191.33	Subscriptions (AirS Village Hall subs)
£ 156.54	Street Lighting Energy (included Jan, Feb, March 2016)
£ 232.60	Chairman's Allowance (Summer BBQ for parishioners who assisted with NP)
£ 155.00	Website (developing new website)
£ 6,244.69	MHVG (replacement wet-pour & £2,968.00 ring fenced for Cricket Club)
£ 200.00	MHVG Trees (Surgery to trees)
£ 3,251.10	Finger Posts (covered by grants from WSCC/HDC 2015 & £833.60 insurance claim)
£ 317.00	Parish Design Statement (printing)

VAT Reclaim - £3,463.22 (31<sup>st</sup> March 2017)

#### **2017/2018 (Non-Audited Accounts)**

Budget £36,901.00 / Precept £36,500.00

There has been a steady decline in the services provided by WSCC, in reality this means increased expenditure for the Parish Council and this is reflected in the Council Tax.

Most items have stayed in budget (figures 31<sup>st</sup> December 2017), however the following are anticipated to go over budget:

£ 521.05	(budget £ 450.00)	Travel
£ 142.64	(budget £ 120.00)	Stationary
£ 301.01	(budget £ 250.00)	Photocopier
£ 908.09	(budget £ 850.00)	Subscriptions
£ 8,235.95	(budget £1,500.00)	Replacement Street Lighting (£4,000.00 ring fenced)
£ 640.00	(budget £ 400.00)	Developing new website (balance)
£ 3,734.65	(budget £2,000.00)	General Maintenance (includes Village Gateways £1558.00, gateway Signs £497.50, repair Gaggewood wall £180.00, salt bins £578.25, phone box Maplehurst £114.19, 1000 bulbs £111.66 & millennium sign repair Monks Gate £800.00)

The Parish Council continues to 'ring fence' funds for Parish Elections, Parish support and General Parish maintenance.

VAT reclaim - £3,204.31 (31<sup>st</sup> December 2017)

#### **2018/2019 Budget/Precept**

Budget £40,725.00 / Precept £40,500.00

The budget for 2018/2019 has increased by £4,000.00 (11%), two items make up the majority of the increase and the details are listed below.

The Chairman of the Finance Committee asked the members of the public if they supported the following annual grant payments for 2018/2019:

£ 800.00	Cricket Club
£ 400.00	St Andrews P.C.C
£ 300.00	St Andrews School Governors
£ 250.00	The Link
£ 250.00	CpAD (Heart Beat)

£ 300.00          AGE UK Horsham

Copsale Hall have applied for a grant of £5,000.00 to assist with refurbishment costs. The proposal is too split this between the 2018/2019 and 2019/2020 budget. The funds will not be released until the building work has commenced.

£2,500.00          Copsale Hall

£4,800.00          Total grant payments 2018/2019

Six members of the public supported the grants for 2018/2019

The increase in the budget is predominantly due to the grant to Copsale Hall (£2,500.00) and the General Data Protection Regulation, which comes into effect on the 28<sup>th</sup> May 2018. The Clerk will no longer be able to use her personal computer/phone for Parish Council business and the Councillors will no longer be able to use their personal email addresses. The costs for complying with the new regulation will be approximately £1,500.00.

The Clerks hours have increased from 20 to 25 hours per week, much of the increase is contributed to planning issues. The Clerk is also studying for her CiLCA qualification.

The Chairman commented 'Increases are not good, but we do need to do them, to serve the public better more money is now being spent on intensive training. The authorities have not been increasing their budgets and the increases are now significant.'

Mr Bromley thanked the Clerk for her continued efforts.

### **2903/18 NUTHURST PARISH NEIGHBOURHOOD PLAN**

Councillor O Hydes provided the following updates on the Neighbourhood Plan, Parish Design Statement and Parish Plan:

#### **Neighbourhood Plan**

The Plan became legal in October 2015. It provides for about 50 houses, spread throughout the Parish. These were mainly small houses for younger people and older people to downsize to.

The Plan has proved very successful indeed in preventing large speculative developments. And it was a key factor in persuading the District Councillors on HDC's Planning Committee to overturn the officer's recommendation and refuse planning permission for three large houses at Church Road, Mannings Heath. Furthermore, the Planning Inspectorate at Bristol dismissed the applicant's appeal on grounds that it did not meet our Neighbourhood Plan.

But we are having issues with sites allocated for development in our Neighbourhood Plan. The most notable one is at Micklepage, Nuthurst where the developer has deliberately built three large 5 bed roomed houses in breach of both the planning permission and our Neighbourhood Plan which was for three small 3 bed roomed houses. There were nearly 200 objections from residents from all quarters of the Parish not just from Nuthurst and this level of concern was brilliant. The Parish Council, 3 residents and our District Councillor, Toni Bradnum, persuaded HDC's Planning Committee to refuse planning permission because it contravened our Neighbourhood Plan. This was an extremely important test case for us to win in order to preserve the integrity of our Neighbourhood Plan.

Other Neighbourhood Plan sites that are causing problems are at Nuthurst Road, Monks Gate and opposite the Dun Horse, Mannings Heath where developers are proposing to get round our Neighbourhood Plan by building more houses than allowed by the Plan. We hope that when plans are submitted, the residents will once again help to ensure that the Neighbourhood Plan is fully upheld.

The Parish Council is extremely concerned that HDC's planning officers are not supporting our Neighbourhood Plan when developments clearly contravene it, for example at Church Road and Micklepage both of which were recommended for approval by planning officers. We are vigorously

pursuing the matter of planning officers ignoring our Neighbourhood Plan with senior managers at HDC.

The Parish Council will energetically defend the Neighbourhood Plan which we all worked upon very hard for nearly 3 years.

### **Parish Design Statement**

This was accepted in May 2017 by HDC as a supplement to our Neighbourhood Plan to help decide planning applications. It sets out guidance on house design, building materials and landscaping matters. Parish Councillors have been trained on its use in assessing planning applications. The Parish Council objects to planning applications if they do not comply with the Parish Design Statement.

### **Parish Plan**

Last year the Parish Council drew up a 3 year Parish Plan to focus on issues of importance in the Parish, many of which were suggested by residents during the preparation of the Neighbourhood Plan. It consists of 10 Projects. Excellent progress has been made.

Three of the projects are concerned with the Parish Council's new website which the Clerk helped develop at the start of 2017. The website is much improved and is updated regularly with the latest news. It contains information and links to the community facilities and clubs. It also enables residents to report problems with pot holes, flooding, power cuts etc. But, unfortunately residents have not been using this facility so that the Parish Council has not been able to collate any useful statistics on the frequency of such events. We aim to give the facility more publicity in coming months.

In order to improve traffic safety, 7 village gateways have been installed in Mannings Heath and Monks Gate. More gateways are planned for Copsale this year and in the other hamlets in subsequent years. Two flashing warning signs are programmed for installation outside St Andrew's School Nuthurst to help reduce traffic speeds.

All bus shelters have been surveyed and the one on the A281 opposite the Dun Horse is to be replaced and a maintenance programme put in place for the other bus shelters.

10 circular walks around the Parish can be found on the website. There is a monthly photo completion with bacon buttie prizes to be claimed on the first Sunday of the month at Copsale Hall. Two guided walks have been held and the next one is around Nuthurst on Easter Sunday 1<sup>st</sup> of April.

To help improve the look of the Parish, 1000 daffodil bulbs have been planted, mostly in the green space between Church Road and Limekiln Road in Mannings Heath, but also at Masons Field in Mannings Heath and in front of the 7 village gateways. You can see them about to flower. This autumn we plan to plant more daffodils at suitable locations in the other hamlets.

In order to green and modernise the street lights, 10 new lighting columns have been installed in various roads in Mannings Heath and two more are planned for this year.

Councillor Owen Hydes thanked his fellow Councillors and all the residents in the Parish who have helped with these projects and with protecting the Neighbourhood Plan.

### **3003/18 PUBLIC FORUM**

Mr Hart asked when the old original signage, which had been duplicated by the village gateways would be removed? The Chairman advised that WSCC consent was required before the signage could be removed.

Mr Bromley asked when HDC were going to actively enforce the Enforcement Notice at Millers Mead? The Chairman advised that there had been a meeting with Madelaine Hartley and Helen Sissons at HDC on 13<sup>th</sup> March 2018. An Enforcement Notice has been issued for the crossover between Micklepage and Winthrift, the notice requires the tarmac and crossover to be removed. HDC advised that the landowner has gone to appeal and HDC are waiting to see if the appeal is accepted by the Planning Inspectorate.

HDC have also advised that the crossover between Millers Mead and Micklethrift is not illegal. There was already a drive to the garage, this was extended to the rear of the property without the need for planning permission and the `splay' from the driveway onto the highway is now smaller than the original crossover.

The District Councillor advised that the Velo South Cycle ride would come through the Parish on 23<sup>rd</sup> September 2018, the ride will be setting off from Goodwood at 7.30am and will be travelling through Monks Gate and Mannings Heath at approximately 11.00am, the A281 will be closed for most of the day.

The Chairman thanked everyone for coming and the public for their continued support, the Chairman stressed that with each amendment to a planning application a new letter need to be submitted to HDC.

**THE MEETING CLOSED AT 8.50PM**