

# Memo (Agenda September 2019)

**To: Parish Councillors**

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

**From:** Sarah Hall

**Date:** 12th July 2019 (week commencing 8th July 2019)

**Re:** COUNCILLORS' BRIEFING NOTE

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/19/1358</a> 04.07.2019	Prior notification for the creation of a new agricultural access chalk track with eco mix topping form an existing entrance around the side of the field to existing farm buildings. Water Mill Barn Amiesmill Farm Kerves Lane Horsham	Prior Notification – no date	Planning Committee <b>17.07.2019</b>
<a href="#">DC/19/1361</a> 05.07.2019	Part conversion of garage into habitable living space erection of a ground and first floor side extension 6 Heath Close, Mannings Heath	31.07.2019	Planning Committee <b>17.07.2019</b>
<a href="#">DC/19/1355</a> 05.07.2019	Erection of a detached outbuilding with internal swimming pool (Certificate of Lawful Development - Proposed) Hollyhocks, Nuthurst Road, Nuthurst	Certificate of Lawful Development – no date	Planning Committee <b>17.07.2019</b>
<a href="#">DC/19/1372</a> 09.07.2019	Fell 1 x Ash tree 14 Lime Kiln Road	30.07.2019	Planning Committee <b>17.07.2019</b>
<a href="#">DC/19/1119</a> 10.07.2019 (amended)	Outline application for the erection of 5.No dwellings (shared ownership) with all matters reserved except for access Land at Millers Mead, Nuthurst Street, Nuthurst	Not available	Planning Committee <b>17.07.2019</b>
<a href="#">DC/19/1376</a> 10.07.2019	Application to confirm The Cottage as ancillary/residential use began within the last 10 years, as a result of a change of use not requiring planning permission, and there has not been a change of use requiring planning permission in the last 10 years (Certificate of Lawful Development - Existing) The Old Cottage Farm, Nuthurst Road, Maplehurst	01.08.2019	Planning Committee <b>17.07.2019</b>

(2) HDC Decisions

Number	Applicant & Reason	PC Observation	HDC Decision
<a href="#">DC/19/0739</a>	Erection of single storey extension to rear elevation and insertion of first floor window to rear elevation Mayfield, Pound Lane, Mannings Heath	Objection	HDC PERMITTED

(3) Appeals

Number	Applicant & Reason	PI Decision
APP/Z3825/W/19/3229383 (DC/18/2578)	Erection of semi-detached chalet bungalow comprising 2no. 2-bed starter homes The Mead, Micklepage, Niuthurst	PC to submit observations by 06.08.19

(4) Enforcement Numbers

Number	Nature of Complaint	Date	HDC Action
<a href="#">EN/19/0289</a> 08/07/2019	Alleged – Untidy Site Gold Properties Development Site, Vaughan Copse, Mannings Heath		Pending Consideration

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Clerks Update

- **The Pony Party on the 24<sup>th</sup> August 2019 has been cancelled.**
- **An extract from the ICO website confirms that Parish Councillors are exempt from paying the ICO fee;** *‘On 1 April 2019, the rules around paying the data protection fee changed. Members of the House of Lords, elected representatives and prospective representatives (including police and crime commissioners) are exempt from paying a fee, unless they process personal data for purposes other than the exercise of their functions as a Member of the House of Lords, an elected representative or as a prospective representative.’*
- **WSSC Highways have come back with the following reply re the condition of the road surface in Masons Field - Enquiry no 3112754**  
*‘With regard to the condition of Masons Field , We have carried out some works along this road . It has also had an ECI done on this road with the intention of carry out resurfacing along here . This at this being assessed.’*  
**WSSC have since confirmed that ECI means ‘Early Contractors Involvement’ and that this could mean Masons Field will be resurfaced.**
- **Saxon Weald have confirmed that the trees on the verge between Pound Lane and Gaggewood are their responsibility.**

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Correspondence

Email dated 8<sup>th</sup> July 2019, from WSSC

Your views on the County Local Committees/ Joint Arun Area Committees are needed

I am contacting you on behalf of WSSC Governance Committee Working Group to complete a survey on your areas County Local Committee meeting

West Sussex County Councils Governance Committee has set up a working group to review [County Local Committees](#) (CLCs) to report in the Autumn. The County Councillors of the working group are: **Paul High**- Worthing West (Chairman), **Carol Purnell** – Selsey, **Morwen Millson** – Horsham Riverside, **Brenda Smith** – Langley Green & Ifield East, **Hilary Flynn** – Felpham , **Kevin Boram**- Shoreham South and **Andrew Barrett-Miles** – Burgess Hill North.

The working group's aims are to:

- a. Review the purpose, role and effectiveness of CLCs
- b. Review the Council's approach to community engagement and development, to include support to the member role in the community
- c. Explore opportunities for savings.

The group needs your help to gather the views of all District, Borough, Town and Parish Councils on the value and purpose of their local CLC meetings through a survey running until the **30<sup>th</sup> September**. Councils are encouraged to fill out the survey through the following [link](#).

We will be back in contact later in the year, any changes as a result of the review will be subject to further engagement with you. Any questions please respond to this email or our [Talkwithus@westsussex.gov.uk](mailto:Talkwithus@westsussex.gov.uk) joint inbox.

Please take the time to complete this survey to assist the review.

Kind Regards, Nick Burrell

Survey Link: <https://haveyoursay.westsussex.gov.uk/corporate-resources/81a8fe17/>

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**Email dated 8<sup>th</sup> July 2019. From HDC**  
**Licence application from Leonardslee for Tiddly Proms**

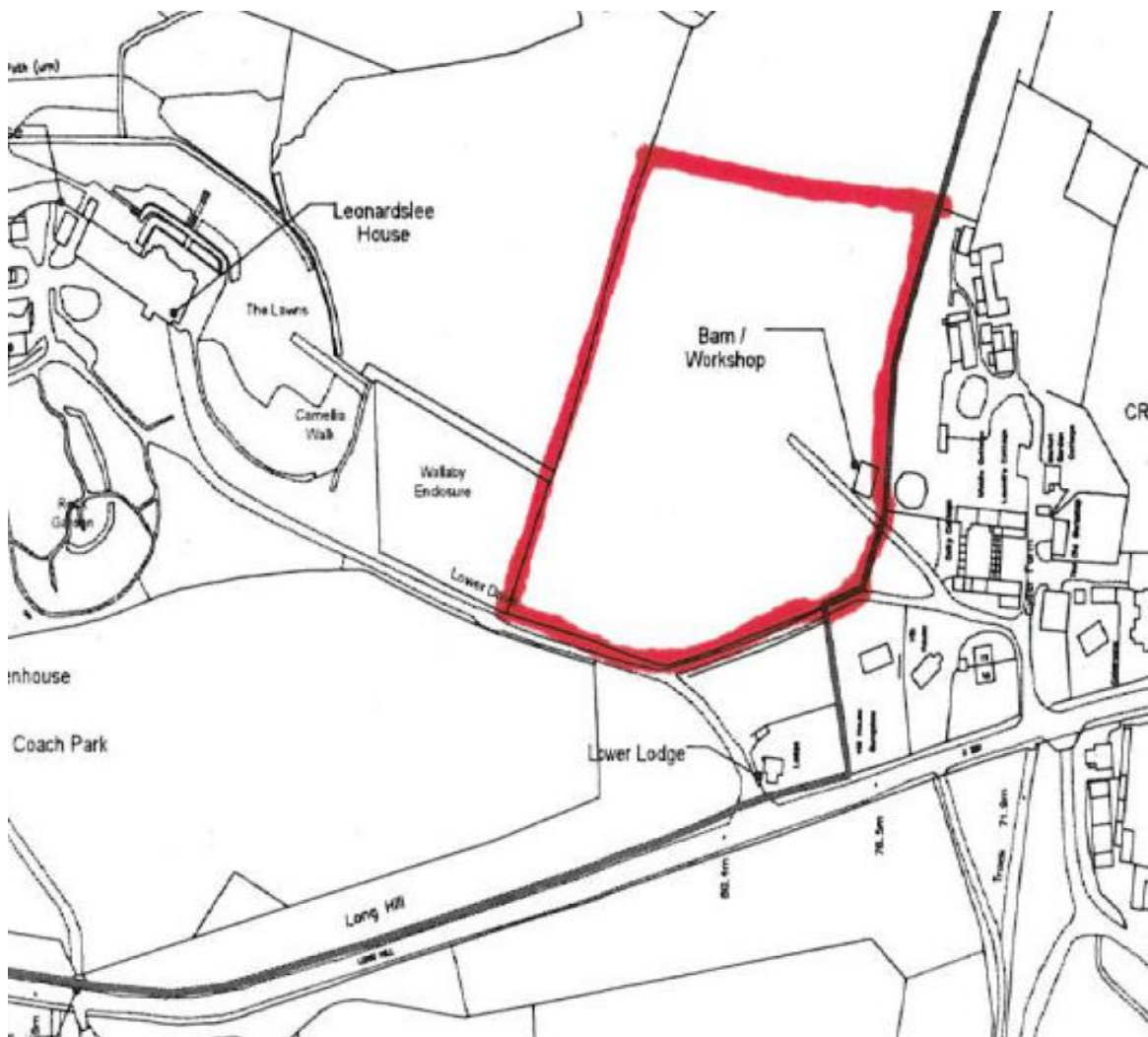
Premises Licence Number: LI/19/0332/PREM

Horsham District Council received on 4<sup>th</sup> July 2019 an application from Doug Simmonds Consultancy seeking a new premises licence for The Tiddly Proms, Leonardslee Gardens Deer Park, Brighton Road, Lower Beeding, RH13 6PP to allow the following licensable activities :

- Supply by retail of alcohol for consumption on and off the premises:  
Friday and Saturday 17:00 till 23:30hrs
- Premises open to the public:  
Friday and Saturday 16:00 till 00:15hrs
- Regulated Entertainment:  
Friday and Saturday 17:30 till 23:00hrs

The full application is available for inspection at: Parkside, Chart Way, Horsham, from 9.00am to 4.00pm on Monday to Friday.

The council is expected to make a decision within eight weeks of receipt of the application. It will take into account any comments received from interested parties in writing, either for or against the application. If you wish to comment, you should do so in writing, quoting the reference number above, to the Licensing Department at the above address by midnight on 1<sup>st</sup> August 2019.



**Email dated 10<sup>th</sup> July 2019, from TTRO WSCC  
TTRO Request**

Please be advised that West Sussex County Council has received a request for Temporary Traffic Regulation as follows:

Road Name	Broadwater Lane	
Village / Town / Parish	Copsale	
Specific Location	o/s Ghyll Farm	
Type of TTRO	14.2	
Reason for TTRO	New water main connection	
Proposed start date/Time	Date: 19/08/19	Time: 0930
Proposed End date/Time	Date: 21/08/19	Time: 1700
The restriction will be effective	24 hours	
	Day-time only	from (time) to (time)
	Night-time only	from (time) to (time)
Diversion route (if applicable)	Broadwater Lane - Coltstaple Road - Southwater Street - Worthing Road - Mill Straight - A24 Pollards Hill Southbound - Bar Lane - Broadwater Lane and Broadwater Lane Bar Lane - A24 Pollars Hill Northbound - Mill Straight - Worthing Road - Southwater Street - Coltstaple Lane - Broadwater Lane.	
Access arrangements	All access maintained	
Applicant name	Southern Water	
Applicant contact tel number	0330 3030368	

The application is currently being processed and you will be advised further when details are confirmed.

Yours faithfully, **Streetworks Team**

**Location:** Durban House, Durban Road, Bognor Regis, PO22 9RE **E-mail:** [street.works@westsussex.gov.uk](mailto:street.works@westsussex.gov.uk)

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**Email dated 10<sup>th</sup> July 2019, from WSCC**  
**North Horsham CLC's 4<sup>th</sup> November 2019**

## YOUR VOICE

— COUNTY LOCAL COMMITTEE —

**Save the date of your next local meeting:**

Monday 4 November 2019 @ 7pm  
County Hall North (Main Conference Room),  
Chart Way, Horsham, RH12 1XH



**Do you have a question for your county councillor?**

**Questions can be submitted in advance to:**  
**[talkwithus@westsussex.gov.uk](mailto:talkwithus@westsussex.gov.uk)**

Apply for Community Initiative Funding by **9 October 2019**

**[WWW.WESTSUSSEXCROWD.ORG.UK](http://WWW.WESTSUSSEXCROWD.ORG.UK)**



North Horsham County Local Committee  
Telephone 033 022 24525  
Email [talkwithus@westsussex.gov.uk](mailto:talkwithus@westsussex.gov.uk)  
Website [www.westsussex.gov.uk/talkwithus](http://www.westsussex.gov.uk/talkwithus)  
Facebook [www.facebook.com/horshamtalkwithus](http://www.facebook.com/horshamtalkwithus)

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**Email dated 11<sup>th</sup> July 2019, from HDC**  
**HDC Latest News**

Please find a link to HDC's latest news below;

<https://www.nuthurstparishcouncil.co.uk/horsham-district-council-latest-news-11th-july-2019/>

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**Email dated 12<sup>th</sup> July 2019, from HDC**  
**Draft Planning Committee Minutes 2<sup>nd</sup> July 2019**

Please find below a link to the draft minutes from the Planning Committee meeting;

<https://horsham.moderngov.co.uk/documents/g1513/Printed%20minutes%2002nd-Jul-2019%2017.30%20Planning%20Committee%20North.pdf?T=1>

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### Toilets Bill

The **Non-Domestic Rating (Public Lavatories) Bill** had its Second Reading in the House of Lords on 10 July. This is the legislation which will provide mandatory relief from business rates and save around £6m and safeguard 4000 public conveniences; as you know this has been one of our key campaigns. The Bill received cross-party support and I was pleased Lord Bourne and Baroness Pinnock specifically mentioned local (parish and town) councils and NALC. I will keep you updated as the Bill progresses.

### Independent review of the local government audit

The Ministry of Housing, Communities and Local Government (MHCLG) have launched an independent review of a local government audit, with Secretary of State, James Brokenshire, stating earlier this week that this was a **strategic priority for his Ministry**. The review will examine the existing purpose, scope and quality of statutory audits of local authorities in England and the supporting regulatory framework, and will be led by Sir Tony Redmond. We will be engaging closely with the Ministry and review team to feed in our sectors experience and views and I will keep you updated.

### National Assembly

NALC's National Assembly met on 9 July, here are a few highlights:

- councillors agreed on a number of minor changes to governance including the appointment of a vice-chairman with responsibility for member services;
- it was agreed to recommend to the Annual General Meeting an affiliation fee for next year of 7.2p per elector, capped at £1840;
- as part of our review of this year's local elections, we held an extensive discussion session and we will be issuing a survey shortly

### Smaller Authorities' Audit Appointments (SAAA)

The SAAA Board met on 9 July and noted that the number of AGAR returns received already was encouraging but agreed to urge all councils to ensure they submitted their return as soon as possible. The Board also received its independent auditor's report for the year ended 31 March 2019 which concluded there were no issues to be addressed.

### Blog post by Professor Jane Wills

We have published a short blog post by Professor Jane Wills from the University of Exeter outlining the conclusions of her report into growing local councils in Cornwall which, amongst other things, "found an ambition to deliver for the community that in future could involve the councils acting more as hubs around which a local network of public, private and voluntary sector organisation would coalesce. Clerks and councillors could identify opportunities to support new initiatives and engage people around the environment, youth services, activities for older people and economic development." **You can read more here**. If you would like to submit a blog post of around 500 words on any subject then please get in touch!

### VE Day 75

You have probably already picked up that the government have announced 8 May 2020 as a Bank Holiday to ensure as many people as possible can celebrate the 75th Anniversary of VE Day. I do hope this will encourage your council to consider active involvement in these important commemorations. You can find more information including how to get involved **here**

### And finally...

Love Parks week starts today and runs to 21 July and I would encourage you to get involved and celebrate your local parks. You can find out more information **here** and do tweet using the hashtag #LoveParks, and don't forget to tag **@NALC** too.