

Memo (Agenda September 2019)

To: Parish Councillors

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

From: Sarah Hall

Date: 17th August 2019 (week commencing 12th August 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
DC/19/1630 12.08.2019	Surgery 3 x Ash Tree tops, 16 Winterpit Lane, Mannings Heath	02.09.2019	Email consultation
DC/19/1588 15.08.2019	Retrospective application for the rection of mobile stables and storage shed. Erection of outdoor riding arena with Fence Sedgwick Lodge, Sedgwick Park, Horsham	05.09.2019	FPC Meeting 04.09.2019

(2) **HDC Decisions**

Number	Applicant & Reason	PC Observation	HDC Decision
	No decisions		

(3) **Appeals**

Number	Applicant & Reason	PI Decision
	No new appeals lodged and no updates	

(4) **Enforcement Numbers**

Number	Nature of Complaint	Date	HDC Action
EN/19/0361 08.08.2019	Alleged: Breach of pre-commencement condition of DC/19/0953 Land Parcel at 520060 128496, Brighton Road, Mannings Heath		
EN/19/0363 09.08.2019	Alleged: Creation of an access road without planning permission Land North of Pippins, Golding Lane, Mannings Heath		

Clerks Update

- Requested meeting with Glen Chipp & Barbara Child's to discuss Enforcement issues.
- Dun Horse Asset of Community Value nomination submitted to HDC on 14th August 2019, ref CA19/07 (8 weeks for decision). Application amended to include land the proposed house is included on.
- Cycle route in Polecat Lane to be included on the September Roads & Footpath meeting agenda
- Insurance liabilities re Mannings Heath Village Green to be included on September's agenda
- Proposed increase of the cricket pitch to be included on September's agenda
- The Clerk & Cllr Dave Cotton will be carrying out the Annual Asset Register review on 20th August 2019

Correspondence

Email dated 9th August 2019, from HDC Arboricultural Officer Felling trees Golding Lane, Mannings Heath

'From your description, it sounds as if the works are taking place within the rear garden of the property Pippins – on which there are no constraints on trees.

If the works are slightly to the north of this, to the north of the Pippins property boundary, this looks to be land most likely owned by the Golf Club (although I do not yet know this for sure).

In this case, the area is right on the edge of – but within – the local AONB (area of outstanding natural beauty). However, despite this being a designation, it affords no constraint on trees.

You are quite correct that the allowance for the felling of trees on agricultural land without a felling licence is 5 cubic metres per calendar quarter. But:

- This only applies to areas of land outside built-up areas, and excludes parks, golf courses, residencies, etc;
- It does not apply to scrub, undergrowth, and small trees;
- And 5m³ is one heck of a lot of timber.'

Email dated 10th August 2019, from Sussex Police (NHW) Sussex Police and Crime Commissioner Poll About Neighbourhood Watch Activity

Please find below a link to the NHW activity poll;

<https://www.nuthurstparishcouncil.co.uk/wp-content/uploads/2019/08/Sussex-Police-and-Crime-Commissioner-Poll-About-Neighbourhood-Watch-Activity.pdf>

Email dated 14th August 2019, from NALC NALC Newsletter



NALC publishes updated Model Financial Regulations

NALC has published its updated Model Financial Regulations for England and Wales. The documents include easy-to-use templates and guidance to help complete the templates.

[Continue reading](#)



NALC calls to extend business rates reliefs

NALC welcomes the Non-Domestic Rating (Public Lavatories) Bill, which sees moves to address exempting public conveniences from business rates but would like to see the bill go further with reliefs to all public toilets.

[Continue reading](#)



NALC welcomes plans to strengthen local councils

NALC has welcomed the government's announcement for plans to strengthen the purpose and role of local councils across the country, including a commitment to make it easier to set up new local councils.

[Continue reading](#)



NALC researches the 2019 local elections

NALC is researching the local elections in May this year to examine the elections process for local councils. The data collected will be used to shape future campaigns.

[Continue reading](#)

Member updates

[Chief executive's blog](#)

[Model Financial Regulations 2019 for England and Wales](#)

[Guess blog by Lord Gary Porter reflecting on his work with NALC](#)

[Don't forget to vote for your Star Council Awards Council of the Year](#)

**Email dated 15th August 2019, from HDC
Horsham District Latest News**

Please find below a link to Horsham District latest news;

<https://www.nuthurstparishcouncil.co.uk/wp-content/uploads/2019/08/Horsham-District-Council-latest-news-15.08.2019.pdf>

**Email dated 15th August 2019, from Process Matters 2
GDPR Update**

GDPR LATEST NEWS

Are you registered?

Registration with the Information Commissioner is a requirement for all Parish and Town Councils. Failure to register can land you with a hefty fine so make sure your registration is up to date. Go to <https://ico.org.uk/for-organisations/data-protection-fee/> and follow the links.

ICO Launches Toolkit

The Information Commissioner has just released a toolkit to assist Parish and Town Councils with GDPR compliance. It is particularly helpful as it reinforces the message I have been giving about the need to secure data. It makes the point -

Councils must process personal data securely – which may be more difficult to achieve if it's being processed through personal email accounts or is stored on privately-owned devices.

To view the toolkit go to <https://ico.org.uk>

Email dated 16th August 2019, from WSCC Downs Link Surfacing Programme - 2019 to 2020

The Downs Link is 37 miles (59km) long and connects the North Downs Way and South Downs Way National Trails. It is a former railway line and is a great facility for exploring the countryside and villages along its length, as well as linking users to the wider public rights of way network (over 2,560 miles or 4,100km in West Sussex alone!).

The route is also an important wildlife corridor, connecting significant natural habitats that would otherwise be isolated. This results in greater numbers and variety of plants and animals, such as glow-worms, nightingales, purple emperor butterflies, pyramidal orchids to name but a few.

West Sussex County Council has been awarded funding to improve the surface of the Downs Link in Rudgwick, Slinfold, West Grinstead and Henfield parishes. The sections shown on the maps will be upgraded this autumn/winter 2019. A further two sections will be improved in 2020.

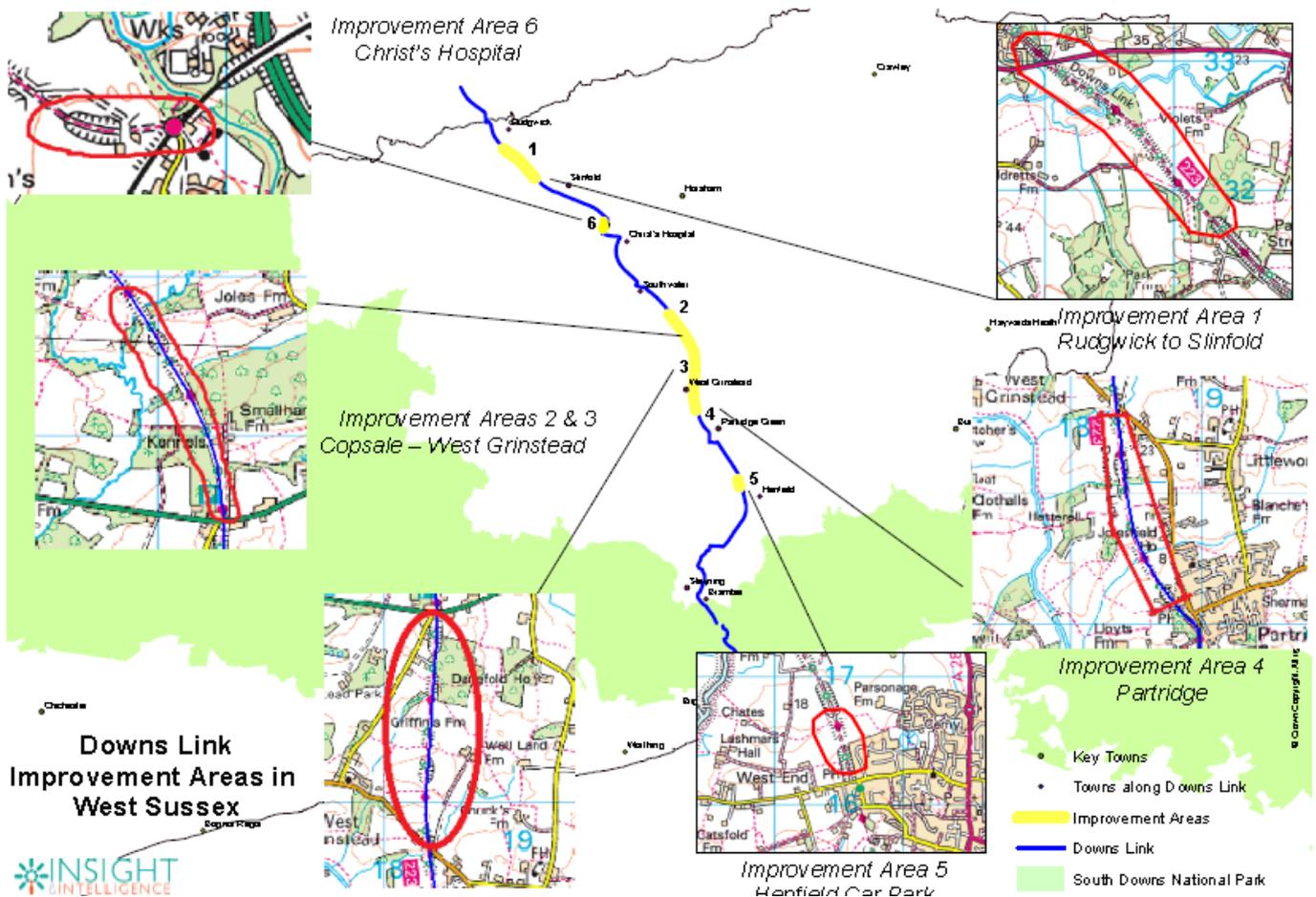
The work will make it easier for walkers, horse riders and cyclists to use the route all year round and is being funded by the European Agricultural Fund for Rural Development.

While our contractors are working on site, the Downs Link will need to be closed but the route will be opened, where possible, at weekends and week-day evenings.



**The European Agricultural Fund for Rural
Development:**

Europe investing in rural areas



Email dated 16th August 2019, from NALC
 Chief Executives Bulletin

New ICO guidance

I was pleased to see the Information Commissioner’s Office (ICO) this week publish more advice for local (parish and town) councils, in response to prolonged pressure from NALC for continued sector-specific guidance. ICO’s senior policy officer, Stacey Egerton, has blogged about **three top issues for town and parish councils** and their new bite-sized resources including a fact sheet on the use of personal devices, data audit and retention resource pack, and six steps to data sharing in local councils. Also pleasing is Stacey’s recognition of growing confidence among councils and evidence of good practice, but she also highlights there is still more to do. We are meeting with the ICO over the next few weeks and we will be discussing this latest guidance and further support to help councils with data protection.

Lord Porter blogs for NALC

Staying on blogs, reflecting on his last four years as chairman of the Local Government Association (LGA), Lord Gary Porter writes on the NALC blog about the relationship that has grown between the LGA and NALC, stressing “it is vital that we continue to work together, whether that is to share best practice, promote new ideas or to lobby central government for the positive changes our communities need”. Well worth a read so go check it out [here](#).

Local Council Award Scheme

Huge congratulations to Royal Wootton Bassett Town Council who are the latest council to achieve Quality Gold through the Local Council Award Scheme! Nearly 50 local councils have now achieved the top accolade of this important sector-led improvement initiative, the same number again are currently working towards their submission, and over 200 councils in total have achieved an award at all levels, with nearly 350 more the pipeline. I’d like to urge all councils to consider getting involved as the scheme offers councils the opportunity to show that they

meet the standards set by the sector, assessed by their peers, and to put in place the conditions for continued improvement. You can find out more about the scheme **here**.

Out and about

NALC's policy and projects intern, Claire Goldfinch, was in Devon on 15 August to learn more about how our councils are helping build dementia-friendly communities.

And finally...

Don't forget you can stay up to date on how we are working with county associations to promote and support you and your councils on our **website**, sign up to receive our weekly **newsletter**, subscribe to **LCR**, and follow us on social media on **Twitter** (or me **@NALCchiefexec**), **Facebook**, **YouTube** and **Instagram**.

Email dated 17th August 2019, from HDC Draft Minutes Planning Committee Meeting (north)

Please find below a link to the draft minutes from the Planning Committee (North) meeting on 15th August 2019;

[View this item on the web site](#)
