

Memo (Agenda October 2019)

To: Parish Councillors

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

From: Sarah Hall

Date: 22nd September 2019 (week commencing 16th September 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/19/1858 11.09.2019	Replacement overhead line and poles Overhead Lines, Copperfields, Coolhurst	02.10.2019	Planning 18.09.2019
DC/19/1923 20.09.2019	Fell 1 x Ash tree 9 Heath Close Mannings Heath	11.09.2019	FPC 02.10.2019

(2) **HDC Decisions**

Number	Applicant & Reason	PC Observation	HDC Decision
DISC/19/0235	Approval of details reserved by condition 3 (contamination assessment and desk study reports) to approved application DC/19/0953 Little Homefield, Brighton Road, Mannings Heath	Objection	HDC Permitted
DISC/19/0179	Approval of details reserved by conditions 3,4 and 5 to approved application DC/17/2293 Dun Horse Inn, Brighton Road,	Objection	HDC Permitted

(3) **Appeals**

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

(4) **Enforcement Numbers**

Number	Nature of Complaint	Date	HDC Action
	No new Enforcement Numbers		

Clerks Update

- The wet pour under the slide is not covered by a guarantee (5 years) and a repair kit will need to be purchased.
- Members of the Parish Council will be attending the West Grinstead Parish Council planning committee meeting, where the developer will give a presentation about the proposal for 3000 houses at Bucks Barn and answer questions about it. All members of the public are welcome to attend the meeting.

The meeting is on Wednesday 9th October, 7.30pm, at the Methodist Church Hall in Partridge Green.

Community Speed Watch Data



Town/Parish Council Report for Nuthurst Parish Speedwatch Group.

Reporting between 21-08-2019 and 21-09-2019

Current Volunteers = 21

Summary for this Period

Number of Sessions this period = 6
Total Vehicles exceeding limit = 67
DVLA Valid vehicles = 52
Accuracy = 77%
Maximum Speed recorded in 30 limit = 49 mph(+63%)
Maximum Speed recorded in 40 limit = 53 mph(+32%)

Police Actions this Period

Case filed = 1
Letter Sent = 51

Overall

My group started Recording* on = 30-05-2019

Number of Sessions since start date = 20
Vehicles recorded exceeding limit since start date = 140
Maximum Speed recorded in 30 limit = 49 mph(+63%)
Maximum Speed recorded in 40 limit = 60 mph(+50%)

Date	Time	Type	Location	Traffic Heading	Recorded Letters
		Operator1	Operator2	Operator3	Operator4
28-08-2019	08:00 -> 09:00	BOOKED	A281 Brighton Road Monks Gate-Monks Gate	traffic heading North	9
29-08-2019	07:30 -> 08:30	BOOKED	Nuthurst Street-Jctn of Harriot Close near bus stop next to School	traffic heading North East	12
					16

05-09-2019	07:30 -> 08:30	BOOKED	Pound Lane-50 yards from the bottom of Pound Lane traffic heading East	5	5
06-09-2019	07:00 -> 09:00	BOOKED	Pound Lane-50 yards from the bottom of Pound Lane traffic heading East		
10-09-2019	07:30 -> 08:30	BOOKED	Nuthurst Street-Jctn of Harriot Close near bus stop next to School traffic heading North East	19	16
18-09-2019	07:30 -> 08:30	BOOKED	Nuthurst Street-Jctn of Harriot Close near bus stop next to School traffic heading North East	18	18
Totals				67	51

The **type** field shows if the Session was

Ad-Hoc - one not booked using the Campaign Calendar.

Booked - one in the Campaign Calendar awaiting results or with zero offenders (shown in yellow).

Scheduled - one in the Campaign Calendar with records booked to this session.

NOTE:- **Recorded** column is the total number of vehicles recorded during this session.

Letters column is the total number of Offence letters sent for this session.

* Start Date is date of first recorded internal batch id not necessarily your groups original start date.

Correspondence

Email dated 19th September 2019, from HALC

Draft Minutes HALC Meeting 12th September 2019

1.0 Attendance and Apologies for Absence

Those Present: Summary: 17 of the 32 Parish Councils and two of the three Neighbourhood Councils were represented.

2.0 Election of HALC Representative to the HDC Standards Committee

2.1 The Chairman declared an interest as one of the two candidates and handed the chair of the meeting to the Vice Chairman Cllr Philip Baxter.

2.2 The two candidates Cllrs Paul Bickford of Warnham and Terry Oliver of Broadbridge Heath each gave a two minute speech about their wish to be the HALC representative for the Standards Committee.

2.3 The Clerk advised that the constitution requires voting by a show of hands from HALC members only (not Clerks; nor Neighbourhood Councillors as they are not statutory bodies). Members requested that the candidates left the room whilst the voting took place.

2.4 Cllr P Bickford was ELECTED to the role of HALC representative for the Standards Committee.

3.0 Update from Sussex Police

3.1 PCSO Erica Baxter said Sussex Police have produced a Rural Crime Policy.

<https://www.sussex.police.uk/advice/advice-and-information/rc/ruralcrime/what-is-rural-crime/>

She urged members to be alert to rural crime – thefts from sheds with access from neighbouring fields. She suggested PIR lights and CCTV.

3.2 PCSO Baxter advised joining In The Know to get the latest Police and Neighbourhood Watch Updates.

<https://www.intheknow.community/>

3.3 You can download an app on your smartphone <https://what3words.com/products/what3words-app/>

The app provides you with 3 words, so if you phone 999 and say these 3 words, your location is instantly identified.

3.4 If your parish is suffering from anti-social behaviour, please report every incident, and follow #Opminster and @Horsham Police on Twitter to ask them to focus on your area.

4.0 Guest Speakers: Barbara Childs, Director of Place, Catherine Howe, Head of Strategic Planning and Cllr Claire Vickers, Cabinet Member for Planning & Development, Horsham District Council

4.1 The current Local Plan was adopted in November 2015, with a review in three years, rolling the plan on from 2031 to 2036. The Regulation 18 Issues and Options consultation was held last year. The Regulation 19 Submission Stage consultation is expected September/October 2020, public examination in early 2021, proposed modification in mid 2021 and adoption late autumn/winter of 2021.

4.2 The Local Plan review is looking at the environment: not many high level constraints in the Horsham district; economy: retail needs; infrastructure: transport, a study has been commissioned to look at the impact of new development and housing: how many, standard of housing, methodology. Duty to co-operate, type of houses, Gypsy and Traveller sites, call for sites detailed in the SHELAA.

4.3 The plan period is 2019 – 2028 so 18 years. Using the standard housing methodology, 974 homes per annum are required over 18 year period, a total of 17,532 new homes, plus the required 5% buffer from the NPPF = 18,409 new houses of which sites for 9,479 have been permitted and are detailed in the AMR. This leaves HDC with sites for 8,930 to find.

4.4 The housing requirement of 974 per annum is 174 over the current 800 required per annum now.

4.5 Adur, Crawley, Worthing, Brighton & Hove and Reigate and Banstead cannot meet their housing needs. Using the methodology to calculate the required number of houses under the duty to co-operate, HDC anticipate having to find 250 – 300 houses per annum, or 13,655 – 14,600 extra over the plan period.

4.6 So far 500 sites have been put forward in the call for sites: from 5 to 7,000 houses per site. Detailed assessment work is ongoing.

4.7 Cllr Vickers said that HDC has a 5 year housing land supply and has been able to protect sites from appeal. HDC are challenging the government's required housing numbers.

4.8 Details of required housing numbers from Neighbourhood Plans are not known yet, until further details are known on the duty to co-operate. HDC will not take housing from Mid Sussex under the duty to co-operate.

4.9 HDC would very much like to meet with HALC again and engage further on the Local Plan Review. A copy of HDC's presentation will be circulated with the minutes.

Action: Beverley Bell

5.0 Guest Speaker Dr Roger Smith CPRE

5.1 Dr Smith said he is a Trustee of CPRE Sussex and Chairman of their Planning Group.

5.2 Dr Smith challenged HDC's housing numbers using the standard methodology and 2014 Census projection figures. He brought the figure down to 965 houses per annum. He said he would provide a copy of his calculations.

5.3 Dr Smith raised concerns of whether the Local Plan Review would be able to deliver the infrastructure needed to support the level of housing. He asked for policies to provide protection to the environment from climate change.

6.0 Guest Speaker Cllr Ian Hare Chairman of Pulborough Parish Council

6.1 Cllr Hare said his Council has adopted the Footpath Charter he created arising from his own experience as a land owner with a public footpath traversing his land. He said the Charter sets out the responsibilities of the land owner and footpath user to ensure footpaths remain open as an amenity and are free from obstructions. He said the Charter's aim is to educate in the spirit of understanding.

6.2 He urged people to report any footpath problems to WSCC.

6.3 He hopes other Parish Councils will adopt the Charter and publicise it on their website and Facebook. The Charter will be circulated with the minutes.

7.0 Guest Speaker Mr Chris Stark Area Highways Manager and Sue Furlong Communities Initiatives Principal Theme Lead WSCC

7.1 Mr Stark said that WSCC need to save a further £1.8m on their highways budget and outlined the actions to achieve these savings including: stopping cyclical gully cleaning, reducing the number of highway grass cuts per annum from 7 to 5, halting weed spraying unless a safety issue, only replacing lines and signs for safety, reducing winter gritting from 41% to 31%.

7.2 Ms Furlong urged people to report highways problems through the Love West Sussex app and website <https://love.westsussex.gov.uk/reports/home>

7.3 WSCC are currently working on their grit audit, Parish Councils were reminded to submit their requirements to WSCC by the end of next week.

Action: All Parish Councils

7.4 Mr Stark detailed the opportunities to work with WSCC in a Community Highways Partnership, for example, funding extra grass cuts by the WSCC contractor.

7.5 Ms Furlong will be speaking at the WSALC AGM and Conference on 03 October 2019 about further Community Highways Partnership opportunities.

8.0 Approval of Minutes of the Meeting on 25 June 2019.

8.1 It was AGREED that the minutes should be approved and signed as a correct record with the additional sentence added to the end of paragraph 4.1, *'failure of HDC to monitor and enforce permission and failure to take effective enforcement action when there is a breach.'*

9.0 Matters arising from item 8.0 – not on the agenda below.

9.1 Cllr Baxter reported from the JAG meeting that several matters submitted by e-form (a method of alerting JAG to items that Members want to discuss) were considered:-

- miscreants vandalising vehicles and stealing from them had been jailed but were expected on release (soon) to continue their vandalism and thefts in any location. To catch them it would be necessary to be in the right place at the right time. Posters had been put out in locations that had suffered;
- the fires at Slinfold had not been reported to the Fire Service (because they had been small and quickly extinguished) though the information would be passed to crews for awareness; reporting of all fires, extinguished or not, to the Fire Service was encouraged so that a picture of arson activity could be built up and perhaps action taken as a consequence. Parish Councils would be so informed;
- anti-social behaviour (Horsham) would be tackled by getting a Police Officer or PCSO to make contact with the reporters to generate further reports of similar activity, to identify the school(s) which those involved attended and to shame them into better behaviour. One individual issued with a Criminal Behaviour Order had been so restricted by it that he had left the district;
- as to drug-dealing the public was urged to report such activity: evidence was needed (for example, to execute a warrant to enter premises). A note about this would be sent to Parish Councils;
- not a lot could be done about speeding motorcycles because road traffic policing resources had been significantly reduced. Parishes were being encouraged to organise and run their own "Speedwatch" groups;
- failure to monitor and enforce parking conditions on new developments drew the comment that obstruction was a police matter but, again, it was a question of resources and use of such powers has to be a "life or death situation". Greg Charman (greg.charman@horsham.gov.uk) asked to see the minutes of the HALC meeting on this issue – the problem was not limited to "newbuild" sites;
- advice on graffiti was that it should be photographed – especially if it displayed "tags" associated with individuals – and then sent to police; and
- violent attacks and fights required early intervention but when such behaviour cannot be dealt with that way, the criminal justice system has to take over.

10.0 Annual Meeting of HDC and HALC

10.1 Thursday 14 November 2019 at HDC Offices, Parkside, Horsham. 6.30pm for tea/coffee and networking for 7.00pm start. HDC to present on their Corporate Plan and include Cabinet Members.

10.2 HALC AGREED to invite Parish Councils to submit questions to Beverley by 12 October 2019 for HDC to present the answers at the annual meeting.

10.3 Members asked for planning enforcement to be covered too.

Action: Beverley Bell

11.0 Reports from Representatives on Outside Bodies:

11.1 Standards Committee – Met yesterday, the number of complaints has halved and none have been upheld. The Ethical Standards Report 2019 was the crux of the meeting. The aim was for the Standards Committee to establish a work programme for the review of HDC's complaints process and procedure, in light of the fifteen recommendations from the Committee on Ethical Standards

11.2 WSALC – Annual Conference and AGM Thursday 03 October Avisford Park Hotel, Arundel. Guest Speakers: Leader of WSCC Cllr Louise Goldsmith and Sue Furlong WSCC Highways.

11.3 SSALC – Have nominated a permanent Chairman Cllr T Oliver and two Vice Chairmen.

11.4 Community Safety Partnership – see item 9.1

11.5 CPRE – No report.

11.6 CLC – No report.

12.0 Members Questions and Comments.

12.1 Beverley asked for suggestions for HALC meeting venues.

13.0 Date of Next Meeting

Annual Meeting of HDC and HALC Thursday 14 November 2019 6.30pm for 7.00pm start at HDC Offices, Parkside_

Meeting closed at 9.30pm.

Acronyms

AMR Annual Monitoring Report

CLC County Local Committees

CPRE Campaign for Protection of Rural England

HALC Horsham Association of Local Councils

HDC Horsham District Council

JAG Joint Action Group for Community Safety

NPPF National Planning Policy Framework

PCSO Police Community Support Officer

SERCAF South East Region County Association Forum

SHELAA Strategic Housing & Economic Land Availability Assessment

SSALC Surrey and Sussex Association of Local Councils

WSALC West Sussex Association of Local Councils

Email dated 20th September 2019, from NALC Chief Executives Bulletin

Meeting with the new chairman of LGA

Our chairman, Cllr Sue Baxter, met with the new leader of the Local Government Association (LGA), Cllr James Jamieson on 16 September, here's a couple of highlights:

- James is the leader of Central Bedfordshire Council, which is fully parished and we were struck by his good understanding of our sector support for our role in building stronger communities and place-shaping, especially through neighbourhood planning
- we agreed on a number of areas to address together including sector-led improvement, research and sharing good practice, good governance including standards and behaviours, and regular follow-up meetings between NALC and LGA

NALC Larger Councils Committee

NALC's Larger Councils Committee met on 17 September, draft minutes will be available on our website shortly, here's a brief summary:

- the Committee noted both its updated terms of reference, and nominations by three clerks for two places, and eight councillors for four places, to serve on the Committee next year, with the elections going live shortly
- NALC's recent engagement with the government the three main UK-wide political parties through their annual conferences was noted; the Committee particularly welcomed NALC's continuing pressure over government funding

- proposals for an expansion of the NALC study tour were supported, with Frome Town Council, Folkestone Town Council and Biggleswade Town Council hosting events in 2020
- a comprehensive update was provided on the development of a draft member services strategy, including recruitment and retention of larger councils, and feedback on the recent pilot peer review at Chippenham Town Council

Meeting with Redmond Review

In July the Ministry of Housing, Communities and Local Government (MHCLG) announced an independent review of a local government audit, and this week representatives from NALC met with Sir Tony Redmond, who is leading the review. We took the opportunity to feed in our experiences of the audit regime, which is new and generally working well, but flagged up some issues which need addressing in particular vexatious complaints. Sir Tony also raised with us a number of areas he would like further information on, we will be updating our own call for evidence to shape our response to the **formal consultation announced this week**, and will need input from councils and county associations!

Liberal Democrat party conference

Our head of policy and communications, Justin Griggs, was in Bournemouth on Sunday and Monday at the Liberal Democrat Party autumn conference. Unsurprisingly all the attention was on their Brexit stance, MP defections and the forthcoming (?!) General Election. Our **news story** has more including our call for measures in the Queen's Speech to give more powers to local councils.

Labour party conference

Justin heads to Brighton on Sunday for the Labour Party conference, so if you are there and would like to help us promote our sector drop him a line at justin.griggs@nalc.gov.uk

Conservative party conference and NALC event

And the following week Manchester plays host to the Conservative Party for their conference, and I'm delighted to be partnering with the Epilepsy Society who have kindly sponsored a fringe event/reception to raise awareness of hidden disabilities and the role local government (including our councils) can play to improve people's quality of life. Our event will take place at the Radisson Blu Hotel (outside of the secure zone but right next to the main conference hotel and venue) from 20.30 – 10.00 with speakers including NALC, Epilepsy Society, Alzheimer's Society, government ministers – and we may even have a special guest or two! If you're at the conference do come along and please feel free to promote the event.

Out and about

It's been a busy week getting out and about at county association events:

- Charlotte Eisenhart, head of member services, attended the Kent Association of Local Councils' (KALC) annual clerks conference on 17 September; Charlotte gave a presentation on the national context for local councils and took questions ranging from youth engagement to road safety to councillor diversity. It was great to see that the overall theme of the conference was health and wellbeing and that KALC is supporting councils to understand and embrace their roles on this important topic.
- NALC solicitor, Gurvynda Paddan-White, was at the Yorkshire Local Councils Association conference on 13 September and delivered presentations on the code of conduct and planning including neighbourhood planning; and NALC solicitor Gary Barker attended a Hertfordshire Association of Parish and Town Councils event yesterday and covered a range of legal issues.
- Our senior communications officer, Marie Dill, receptionist, Olivia Kane, and I, were with the Essex Association of Local Councils (EALC) on 19 September for a very well attended Annual General Meeting and conference. We were really struck by the very positive relationships with Essex County Council and the excellent work being done to promote the sector's role in health and wellbeing. Well done to Saffron Walden Town Council who became EALC's council of the year. EALC's chief executive, Joy Darby, announced her intention to retire after 21 years amazing service at the end of March, recruitment of a successor will begin shortly. Joy has been a brilliant champion of the sector, particularly improving training and will be much missed by NALC.

And finally...

There are only ten days to go before voting for our Star Council Awards Council of the Year category closes. Make sure you make your vote counts. The finalists this year are Feock Parish Council in Cornwall, Salisbury City Council in Wiltshire and Woughton Community Council in Buckinghamshire and Milton Keynes. **Find out more and cast your vote**