

NUTHURST PARISH COUNCIL

Minutes of the Meeting of Nuthurst Parish Council held on Wednesday, 4th March 2020 at **St Andrews CofE School, Nuthurst** commencing at **7.30 p.m.**

PRESENT: Cllr O Hydes OBE (Chairman), Cllr J Assassi, Cllr N Bryant (Vice Chairman), Cllr J Chaytor, Cllr R Carmichael, Cllr D Cotton, Cllr D Livingstone & Cllr T Nelson.

ALSO, IN ATTENDANCE: Sarah Hall (Parish Clerk), County Councillor Nigel Jupp, District Councillor Toni Bradnum and 16 members of the public.

202-19/20 APOLOGIES FOR ABSENCE

It was **RESOLVED** to **NOTE** Cllr C Kenny and Cllr J Mercer apologies for absence.

203-19/20 DECLARATIONS OF INTEREST

Cllr O Hydes declared a Personal Interest in item 210-19/20 Planning Applications. The applicants for DC/20/0342 (8 The Quarries) are Cllr I Hydes neighbours. Cllr N Bryant will Chair this item on the agenda.

204-19/20 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that the [Minutes](#) from the Parish Council meeting held on 5th February 2020 be confirmed as a correct record and signed by the Chairman.

205-19/20 COMMITTEE MINUTES / REPORTS

It was **RESOLVED** that the minutes approved by the following Committee be **ADOPTED**;
[Planning Committee Minutes](#) – 22nd January 2020

206-19/20 CHAIRMANS ANNOUNCEMENTS

The Chairman advised that Dave Hilliam had unexpectedly passed away and that his funeral had been held earlier in the day. Dave Hilliam had made a significant contribution to the preparation of the Neighbourhood Plan and it was agreed that a letter of condolence be sent to Kate Hilliam.

HDC's Notice of Casual Vacancy expired on 2nd March 2020 and a by-election has not been called. The vacancy can now be filled by co-option.

207-19/20 DISTRICT AND COUNTY COUNCILLORS REPORTS

District Councillor Toni Bradnum provided the following update on Horsham District Council matters:

- HDC have set their budget and there will be a 2% increase for 2020/21
- Over 500 people attended Apprenticeship Fair in the Drill Hall
- The Drill Hall has been losing £45,000 per annum and has been given a 'stay of execution' for 2 years, pending a viable proposal
- The Local Plan consultation closes on 30th March 2020
- HDC are following Government advice on Coronavirus

County Councillor Nigel Jupp provided the following update on West Sussex County Council matters:

- WSCC have set their budget and there will be a 3.99% increase for 2020/21, this is made up of 2% general increase and 1.99% adult services

- Secondary school allocations have been announced, 98% were allocated a place at their 1, 2 or 3 preference. 9000 are children moving onto secondary school. Some parents missed the deadline
- Horsham has three secondary schools, Tanbridge, being the only mixed school, is over sub-scribed
- Data has been published on Primary and Secondary schools and there has been a dramatic improvement
- Two of the five small schools which were included in a recent consultation have decided to 'federate' with other schools. The schools have under 150 pupils each and will be able to share administrative costs and teachers
- Extra funding has been included in the budget for the repair of potholes

208-19/20

PRESENTATION FROM MOGRA – FLOODING IN MONKS GATE

Jane Macleod showed a video of the excessive flooding in Monks Gate after recent heavy rainfall and then addressed the Parish Council, providing the following information on the flooding issues being experienced by the Monks Gate residents:

- Uncontrolled surface water and damaged sewage pipes have been an ongoing problem. Nuthurst Road residents have suffered from sewage overflow for many years, in homes, gardens and drives
- Residents have to park on drainage covers to prevent sewage coming into their properties
- The Coolhurst Close development has exacerbated the problem
- Assured by builders there would be adequate surface and sewage drainage, but this is not the case after periods with no rain because the drains and kerb gulley are still full
- No drainage at the rear of the new dwellings in Coolhurst Close
- Nuthurst Road is a low point for various surface water feeds, Coolhurst Close, the footpath and the ancient pond
- Residents try to keep the culverts and open ditches clear, but there is often substantial overflowing with surplus water cascading down the road
- The ditches cannot cope with the existing flow without the threat of increase from further development on a naturally absorbent green area
- Surface water is leaking into the sewage pipes. It is believed that the pipes are damaged and are acting as a natural escape route for the water
- The old pipe network needs surveying, foul water drains in Coolhurst Close are taking in ground water
- Longstanding drains silted up and need jetting
- Visiting engineers have stated that the drainage system in Monks Gate is inadequate and in need of urgent modernisation

It was **RESOLVED** that the Parish Council would **SUPPORT** MoGRA and write to:

- Southern Water
- WSCC Highways / PROW
- Horsham District Council
- Environmental Agency

209-19/20

PUBLIC SESSION

On behalf of the Link editorial team, a member of the public thanked the Parish Council for their more interesting monthly article.

PLANNING

i. NEW APPLICATIONS

The Vice Chairman, Norman Bryant, chaired the meeting when DC/20/0342 was discussed, the Chairman was seated with the public.

Number	Applicant & Reason
DC/20/0338 18.03.2020 RESOLVED	Prior Approval for change of use of existing agricultural building to 2no. residential dwellings with associated operational development Waves Farm, Kerves Lane, Horsham The Parish Council objects to this prior approval application. This is because it considers that the applicant has not overcome the reason that the Planning Inspector dismissed the appeal against the previous similar application (DC/18/2007), namely “The cumulative changes would amount to a significant change to the structure and go beyond what could reasonably described as a conversion.” The Parish Council asks that this prior approval application is refused and that HDC asks the applicant to submit a full planning application supported by relevant reports on the conversion of the building to habitable dwellings and environmental issues including noise, odour and contamination. A full planning application would allow all the issues concerning development on this site to be fully considered and assessed.
DC/20/0343 25.02.2020 RESOLVED	Erection of a small stable with a concrete yard and concrete based muck area Dry Buildings, Sedgwick Park, Horsham The Parish Council has no objection to this application provided that the stable building is never used as a dwelling.
DC/20/0342 25.02.2020 RESOLVED	Fell 1 x Sycamore and 1 x Holly 8 The Quarries, Mannings Heath To raise no objection to the application

ii. DECISIONS

It was **RESOLVED** to **NOTE** [HDC’s Planning Decisions, Enforcement Numbers, Planning Inspectorate Appeals Lodged & Appeal Determined](#)

iii. PLANNING UPDATES

a) Ghyll House Farm ([DC/18/2231](#))

It was **RESOLVED** to **NOTE** that the application for four dwellings was approved at the Planning Committee (North) meeting on 3rd March 2020, even though this contravened HDC’s policy on replacement dwellings being on a one for one basis. The vote was close.

b) Buck Barn Site (Local Plan)

It was **RESOLVED** to **NOTE** that West Grinstead Parish Council have organised two events to explain the implications of the proposals in the Local Plan.

- 9th March 2020 – Partridge Green Village Hall at 7.30pm
- 10th March – Dial Post Village Hall at 7.30pm

c) Planning Inspectorate Appeals

It was **RESOLVED** to **NOTE** that Appeals have been submitted for the following applications;

[DC/19/2477](#) – Copsale Stables, Copsale

[DC/19/2551](#) – Former Milking Parlour, New Brook Farm, Maplehurst

Upon receipt of the Written Appeal details a response will be drafted and circulated to the members for their approval.

d) **Mill Farm, Hammerpond Road ([DC/19/2583](#))**

The applicant has had a meeting with the HDC Planning Officer and will be submitting amended plans.

It was **RESOLVED** to **APPROVE** the Chairman preparing a letter for submission to HDC. Stating that the Parish Council do not consider that any industrial wine producing factory, whatever the scale and design, is acceptable within the High Weald Area of Outstanding Natural Beauty.

e) **Response to the Local Plan**

It was **RESOLVED** to **APPROVE** the Chairman preparing a draft response, detailing the Parish Councils objections to the Local Plan. The draft will be circulated to the members prior to submission to HDC. Members were asked to forward any comments they would like to be considered for inclusion to the Clerk by 15th March 2020.

211-19/20

PARISH PLAN 2019/2020

It was **RESOLVED** to **NOTE** that the Chairman would make minor changes to the Parish Plan as a result of recent comments. The amended plan will be presented at a future meeting.

212-19/20

FINANCE

i. Invoices for payment February & March 2020

It was **RESOLVED** that the schedule of invoices totalling **£2,472.64** be **APPROVED** for payment.

Cheque/Ref	Payee Name	Details	Net £	VAT £	Total £
Direct Debit 17 Feb 2020	SSE Energy (January)	Unmetered Electricity Supply	125.88	6.29	132.17
S/Order 1 Feb 2020	Profitable Website	Website/Email Support (February 2020)	30.00	0	30.00
002021	S Hall (Clerk)	Expenses	159.79	14.15	173.94
002022	Cllr O Hydes	Expenses	26.15	0	26.15
002023	WSCC	Clerks Salary January	1,369.08	0	1,369.08
002024	Mulberry & Co	End of Year Finance Training	70.00	14.00	84.00
Payments Included at the Meeting					
002025	Mannings Heath Community Council	Mannings Heath Village Hall Hire 2019/20	301.30	0	301.30

002026	Nuthurst Parish Community Group	Local Plan Consultation Flyers to be included in March edition of the Link	36.00	0	36.00
002027	Old Mutual Wealth Pension	Clerks 2019/20 Pension Contribution	320.00	0	320.00
Total			1,780.90	34.44	2,472.64

To note the following receipts for January 2020

It was **RESOLVED** to **NOTE** the receipts up to 31st January 2020 totalling **£5.69**

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI	Nat West	Interest January 2020	5.69	0	5.69
Grand Total			5.69		5.69

- ii) It was **RESOLVED** to **APPROVE** the [bank reconciliation](#) for January 2020
- iii) It was **RESOLVED** to **APPROVE** the transfer of £2,000.00 from the Nat West Deposit into the current account.
- iv) It was **RESOLVED** to **NOTE** that for Cllr N Bryant would prepare a written report on a microphone system for inclusion on a future agenda.
- v) It was **RESOLVED** to **APPROVE** the Clerk attending the Clerks Legal & Finance Networking Day, 26th March 2020.

213-19/20

LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS

It was **RESOLVED** to **NOTE** members had attended the following;

- Horsham District Local Plan - Parish Council Workshop 06.02.2020 – Cllr O Hydes & Cllr N Bryant
- Horsham District Older Persons Forum 03.03.2020 – Cllr J Chaytor
- Local Plan Exhibitions – Cllr O Hydes (Billingshurst), Cllr D Livingston (Swan Walk) and Cllr N Bryant (Southwater)
- End of Year Finance Training 27.02.2020 – the Clerk

214-19/20

OPEN SPACES IN THE PARISH

i) **Children's Play area**

It was **RESOLVED** to **NOTE** the contents of the [monthly report](#). A working party will carry out a 'spring clean' of the area, date to be arranged. Horsham Fencing have visited the site and the Clerks is waiting for the written quotation to replace the gate posts, fit anti-finger entrapment, repair the fence and replace a bylaw post.

ii) **Village Green matters**

It was **RESOLVED** to **NOTE** the contents of the [monthly report](#), no remedial action required. WSCC have advised that they will not issue a licence to erect a structure on their land for purely 'cosmetic' reasons.

iii) **Tree Survey**

It was **RESOLVED** to **ENGAGE** the services of Gale Consultancy to carry out a Tree survey for all the trees the Parish Council are responsible for.

iv) **Monthly Farmers Market on the Village Green**

It was **RESOLVED** to **APPROVE** the Parish Council issuing a licence for the Parish Community Group to hold monthly Farmers Markets on the village green upon

receipt of £10million Public Liability Insurance Cover and a Risk Assessment for the event.

215-19/20

COUNCILLOR CONSULTATION & CORRESPONDENCE

i) Councillor consultations

It was **RESOLVED** to **NOTE** that the members will be consulted on all major Parish Council decisions.

ii) It was **RESOLVED** to **NOTE** that all correspondence with external bodies and members of the public must come through the Clerk.

216-19/20

ITEMS TABLED FOR INFORMATION

It was **RESOLVED** to **NOTE**:

i) The **Annual Parish Meeting** will be held on **Thursday 12th March 2020** in Mannings Heath Village Hall, commencing at **7.30pm**

ii) Pre-Submission Consultation - Horsham Blueprint Business Neighbourhood Forum encompassing the unparished area of Horsham

217-19/20

MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA

It was **RESOLVED** to **NOTE** that 'light pollution' will be included on the agenda of a future Open Spaces & General Maintenance Committee meeting and 'fallen trees' will be included on the agenda of a future Roads & Footpath Committee meeting.

218-19/20

DATE OF NEXT MEETING

It was **RESOLVED** to **NOTE** the next meeting will be held on Wednesday 1st April 2020.

219-19/20

RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS FROM THE BUSINESS ABOUT TO BE TRANSACTED

i) **Advice from the Monitoring Officer**

It was **RESOLVED** to **NOTE** the Advice from the Monitoring Officer.

ii) **Staffing Matters**

It was **RESOLVED** to **APPROVE** the clerk's proposal to carry forward five days of leave to the next year, and pay out three days of remaining untaken leave. It was further resolved to note that this should be considered a once-off decision which we trust will not re-occur in the future.

The PC wishes to emphasis the importance of taking the full complement of annual leave to maintain an appropriate work/life balance.

There being no other business, the meeting closed at 9.20pm

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Chairman

Date 1st April 2020