

NUTHURST PARISH COUNCIL

Minutes of the 'Virtual' Full Parish Council Meeting held on
Wednesday, 4th November 2020 commencing at 7.30p.m.

PRESENT: Cllr O Hydes OBE (Chairman), Cllr J Assassi, Cllr J Bromley, Cllr N Bryant (Vice Chairman), Cllr R Cato, Cllr J Chaytor, Cllr D Harber, Cllr C Kenny, Cllr D Livingstone, Cllr J Mercer and Cllr T Nelson

ALSO, IN VIRTUAL ATTENDANCE: Sarah Hall (Parish Clerk), County Councillor Nigel Jupp and seven members of the public.

146-20/21 CHAIRMANS WELCOME

The Chairman, Cllr O Hydes, welcomed the Councillors and members of the public to the seventh virtual meeting.

147-20/21 APOLOGIES FOR ABSENCE

It was **RESOLVED** to **NOTE** District Councillor Toni Bradnum's apologies for absence.

148-20/21 DECLARATIONS OF INTEREST

No declarations of interest, as defined under the Localism Act 2011 and the Parish Councils Code of Conduct, were made.

149-20/21 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING

It was **RESOLVED** the [Minutes](#) of the Full Council meeting held on 7th October be confirmed as a correct record of the meeting and be signed by the Chairman. (Vote – ten members approved the contents of the minutes and one member did not approve the minutes).

150-20/21 CHAIRMANS ANNOUNCEMENTS

It was **RESOLVED** to **NOTE** that the Chairman did not make any announcements.

151-20/21 HEARTBEAT PRESENTATION

Sue Harradine, accompanied by Derek Bradnum and Barbara Pieniazek made a [presentation](#) on behalf of Heartbeat.

Question and answers

- The defibrillator is removed from the cabinet and taken to the person.
- The defibrillator located at Copsale Hall has been used once, there would be other instances when defibrillators in the parish could have been used, but the ambulance would have arrived before this was necessary.
- The cabinets in the hamlets all have the same access code, C159X, the number is on the side of the cabinet and published in the Link magazine, they also contain Derek Bradnum's contact details.
- Monks Gate residents are trying to find a location for a defibrillator in the hamlet.
- Solar powered devices could be looked into.
- Mains powered cabinets and defibrillators cost just under £2,000.00.
- Finance prospective - confident it would not be a financial burden on the Parish Council.

The Chairman thanked Sue, Derek and Barbara for attending. The proposal for the Parish Council to take over ownership of the Heartbeat AEDs and maintenance costs will be included on December's agenda.

152-20/21

COMMITTEE MINUTES / REPORTS

It was **RESOLVED** that the minutes approved by the following Committees be **ADOPTED**.

[Planning Committee Minutes](#) – 16th September 2020

[Open Spaces & General Maintenance Committee](#) – 23rd September 2020

153-20/21

DISTRICT AND COUNTY COUNCILLORS REPORTS

County Councillor Nigel Jupp provided the following update on County Council business;

- 77 cases COVID 19 per 100,000 in Horsham during the last 7 days of October 2020, compared to 141 cases per 100,000 in Crawley.
- School attendance still above national average, 90% of children from all sectors attending school the week before half term.
- Children and Young Persons Scrutiny Committee meeting on 5 November 2020. Head teachers, Governors and teenagers have been invited to attend, there will be reports on how schools coped during the lockdown and with the return of all pupils in September.
- Household Waste Recycling Sites will remain open during lockdown and will be operating winter opening hours.
- The School Safety Zone outside St Andrews is not in WSCC 2020/21 programme, waiting for confirmation if the scheme will be included in the 2021/22. Delayed due to staff being re-assigned to deal with COVID issues.
- The five temporary pop up cycle routes in the county will be withdrawn, this will include Albion Way. The withdrawal may be subject to a 'call in' where the decision will be looked at by the Scrutiny Committee who deals with the specific area of business. The withdrawal of the cycle route in Chichester has been 'called in' by Liberal Democrat Councillors in Littlehampton and Horsham.
- In reply to Cllr C Kenny's email about there being no speed limits in Copsale and a recent accident at the junction of Kerves Lane, County Councillor Nigel Jupp is waiting for the officer's report and will reply before the next meeting.

Councillor Comments

Community Speed Watch have made considerable progress on the Brighton Road and outside St Andrew's School. The number of speeding vehicles have dramatically fallen; however, the group would still like to purchase signs, similar to those erected in Partridge Green. Many people did not approve of the cycle route in Horsham, cyclists could not understand the location or design, hope the negative comments will not stop future cycle routes. Speeding and speed restrictions in Copsale will be included on the next Roads and Footpath Committee agenda.

154-20/21

PUBLIC SESSION

A member of the public spoke on behalf of the 'Save our Countryside' group;

'I would like, on behalf of the SOC Group, to request that application DC/20/1840 is re-tabled for discussion at the next NPC meeting. Our reasons for asking this of you are...

1. *We believe the developers have supplied a design statement that seeks to mislead the reader into believing that HDC, having approved the number of 4 in 2017, also approved the scale of the homes as large*
2. *The concerns expressed, by several of you, regarding the redactions within the developer's ecology work may be resolved with the imminent publication of an*

independent ecology rebuttal, which we believe will not only show how much ecology work is still lacking but will provide you with valuable expert information

3. *The head of HDC Conservation will soon, we understand, be talking to the HDC case officer about the heritage impact statement, that we believe, bears such little resemblance to the current proposal, that is making it difficult for you to assess whether the heritage asset has been protected, as required in law by the Neighbourhood Plan.*
4. *In re tabling you will have the opportunity to re-examine the facts from all the current and relevant HDC reports that provide information on what the experts have said the site should accommodate in terms of such matters as home numbers, home type, tree root protection, screening, tree replanting, turning area for refuse lorries and wildlife corridors. This will enable you to re-examine the facts around our belief that policy 2 of the Neighbourhood Plan has NOT been complied with.*

Finally, Councillors as a matter of courtesy, can I please tell you that we have just lodged a formal request with the Monitoring Office of HDC to investigate whether your chairman has breached the NPC code of conduct, as it relates to providing relevant, accurate and balanced information for this application.'

The Chairman suggested that Mr Beer direct his complaint to the Planning Department for their consideration. The Parish Council supported the application for 7 dwellings in principal. The application met the primary criteria in the Neighbourhood Plan to provide between 4-7 small houses. In that support in principal the Parish Council raised a number of issues relating to the planning application, including the Design and Access Statement and many of the points raised by Mr Bear. The Clerk will again ask the Planning Officer for a copy of the unredacted Ecology report, upon receipt it can be considered if the application should be included on a future agenda.

155-20/21

PLANNING MATTERS

i. NEW APPLICATIONS

Comments to Horsham District Council (HDC) on current planning applications were unanimously agreed.

Number	Applicant & Reason
DC/20/1945 16.10.2020	Removal of Condition 4 and 5 of previously approved application DC/18/2437 (Erection of replacement general purpose agricultural storage building) Relating to the premises licence, the use of part of the building and access to external lighting. Rickfield Farm, Brighton Road, Mannings Heath
RESOLVED	<p>The Parish Council strongly objects to the removal of conditions 4 and 5.</p> <p>The Parish Council notes that condition 4 states: "4. Regulatory Condition: The building hereby permitted shall be used solely for agricultural purposes only, as defined in Section 336(1) of the Town and Country Planning Act 1990. Reason: The site lies in an area where, in accordance with Policy 26 of the Horsham District Planning Framework (2015) development unrelated to an essential rural activity would not normally be permitted. "</p> <p>The Parish Council notes that the applicant's reason for removal of condition 4 is because he wishes to use part of the storage building for wine tasting, wine selling and food preparation. This is an unacceptable</p>

	<p>method of trying to get a significant change of use of an agricultural building. The applicant should be required to make a full application for such a change of use. Removal of condition 4 would mean that there would be no control over the use of the building and the owner could use it for whatever purpose he wished. This would be unacceptable.</p> <p>The Parish Council notes that condition 5 states:</p> <p>“5. Regulatory Condition: No external lighting or floodlighting shall be installed without the prior written approval of the Local Planning Authority. Any that is installed with the permission of the Local Planning Authority shall be maintained in accordance with the approved details. Reason: In the interests of the amenities of the locality and in accordance with Policy 33 of the Horsham District Planning Framework (2015).”</p> <p>The removal of this condition would allow the owner to install whatever external lighting he wanted without any control and this could lead to unacceptable light pollution affecting neighbours and wildlife.</p> <p>The Parish Council therefore objects to the removal of conditions 4 and 5 because there would be no control over the activities at the site of this storage building. The applicant should be required to submit a full planning application for the proposed change of use, supported by appropriate documentation such as a business statement, a transport study and ecological study etc.</p> <p>The Parish Council urges HDC to refuse this application on the above grounds.</p>
<p>DC/20/2053 DC/20/2036 20.10.2020</p> <p>RESOLVED</p>	<p>Change of use of existing outbuilding/home office (Class C3) to a single dwelling (Class C3) (Listed Building Consent & Full Application) Badgers, 2 Castle Lodge, Broadwater Lane, Copsale</p> <p>The Parish Council strongly urges HDC to refuse this planning application to create an independent single dwelling on the following grounds:</p> <ol style="list-style-type: none"> 1) The proposed development would be located outside of any settlement boundary on a site not allocated for development within the HDPF or the NNP. The proposed development would therefore be inconsistent with the overarching strategy in the HDPF. The proposed development is contrary to policies 1, 2, 3, 4, 26 and 40 of the HDPF (2015), policy 1 of the NNP (2015) and the National Planning Policy Framework (NPPF) (2018). 2) The site lies within an unsustainable rural location outside the limits of any existing settlement and the proposed development does not constitute a use essential to such a countryside location. The proposal would therefore conflict with the NPPF (2018), policies 1, 2, 3, 4 and 26 of the HDPF (2015) and policy 1 of the NNP (2015). 3) If HDC is minded to accept the existing and proposed accommodation in the building, the Parish Council strongly recommends that a condition is imposed as follows “The

	<p>accommodation hereby permitted shall be occupied solely for purposes incidental to the occupation and enjoyment of 2 Castle Lodge and shall not be used as a separate unit of accommodation”.</p> <p>Please click on the link below to view the Parish Councils Full objection; https://www.nuthurstparishcouncil.co.uk/wp-content/uploads/2020/11/ObjectDC-20-35DC-20-2036Badgers.pdf</p>
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ii. **DECISIONS**

It was **RESOLVED** to **NOTE** the details of HDC Planning Decisions and Enforcement Numbers.

iii. **State of Brownfield Land Report 2020**

The Campaign for the Preservation of Rural England has issued a press statement indicating that its Report has shown that there are just over 1,000 acres of abandoned brownfield sites in Sussex which are enough to build at least 23,000 new homes. This would be enough to satisfy the entire local plan housing requirement for the next 3 and a half years.

It was **RESOLVED** to **NOTE** that HDC will soon be considering the 2nd draft of the Local Plan and there will be a further consultation, these matters will then be addressed.

iv. **PLANNING UPDATES**

DC/20/1601 Abinger House

It was **RESOLVED** to **NOTE** that HDC have approved the retrospective application for the erection of a garage with the conditions recommended by the Parish Council.

EN/20/0512 Hawthorns

Concern was shown about HDC prioritising some enforcement issues and despite repeated reports, the activities at Hawthorns continue.

It was **RESOLVED** to **NOTE** that the Clerk will again chase up the Enforcement Officer.

156-20/21

FINANCE

- i) It was **RESOLVED** that the schedule of invoices totalling **£3,454.74** be **APPROVED** for payment.

Cheque/Ref	Payee Name	Details	Net £	VAT £	Total £
Direct Debit 16 Oct 2020	SSE Energy (Sept)	Unmetered Electricity Supply	122.56	6.12	128.68
S/Order 1 Oct 2020	Profitable Website	Website/Email Support (Oct 2020)	30.00	0	30.00
S/Order 1 Sept 2020	S Hall (Clerk)	Office Allowance	87.50	0	87.50
002089	S Hall (Clerk)	Expenses	213.90	36.54	250.44
002090	WSCC	Clerks Salary September (Inv 8001487126)	1,472.86	0	1,472.86
002091	WSCC	Payroll Administration (Inv 8001486357)	39.42	7.88	47.30
002092	Parish Community	1 x page Nov edition of the Link - Advent	36.00	0	36.00

	Group	Windows (Inv 2020)			
002093	Netcom IT Solutions	Annual Subs – Backup, Domain Renewal, Office 365 (Inv 17824)	115.80	23.16	138.96
002094	Netcom IT Solutions	Setting up HP Scanner (Inv 17737)	27.50	5.50	33.00
002095	Landbuild	Birds Mouth Fencing (Inv 12170)	725.00	145.00	870.00
002096	Moore	External Auditor 2019/20 (Inv 303134)	300.00	60.00	360.00
Total			3,170.54	284.20	3,454.74

It was **RESOLVED** to **NOTE** the following receipts in September 2020

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI	Nat West	Interest Sept 2020	0.62	0	0.62
FPI	Nat West	Precept – 2 nd Installment	24,921.00	0	24,921.00
Grand Total			24,921.62	0	24,921.62

- ii) It was **RESOLVED** to **APPROVE** the [Nat West Current](#) account and [Nat West Savings](#) account bank reconciliations for September 2020;
- iii) It was **RESOLVED** to **APPROVE** the [Detailed Receipts & Payments by Budget Heading](#) for September 2020.
- iv) It was **RESOLVED** to **APPROVE** the transfer of £10,000.00 from the Parish Councils Nat West Savings account into the Nat West Current account.
- v) It was **RESOLVED** to **NOTE** Cllr D Livingstone has been appointed to verify bank reconciliations for all accounts produced by the RFO on a quarterly basis (Financial Regulation 2.2).
- vi) It was **RESOLVED** to **NOTE** the CIL payment of £5,146.34 (DC/19/1389 Dun Horse Inn) will be credited into the Nat West account on 26th October 2020.
- vii) It was **RESOLVED** to **NOTE** Moore, the external auditor, has approved the accounts for YE 31 March 2020.

157-20-21

WSALC VALUE FOR MONEY REVIEW

- i) It was **RESOLVED** for Cllr O Hydes and Cllr N Bryant to be **NOMINATED** the WSALC voting representatives.
- ii) It was **RESOLVED** to **NOTE** That the Parish Council will not be completing the [WSALC survey](#).
- iii) It was **RESOLVED** to **NOTE** that the [WSALC AGM](#) will now be held on 2 December 2020.
- iv) It was **RESOLVED** to **NOTE** that the Parish Council will participate in the WSALC Value for Money Review.
- v) It was **RESOLVED** that the Parish Council will support the [resolution](#) from the MSALC Chairman.

158-20/21

LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS

It was **RESOLVED** to **NOTE** Councillors attended the following training events;

- Cllr J Chaytor - HDOPF on 6th November (MP Question Time)

159-20/21

ADVENT WINDOWS

It was **RESOLVED** to **NOTE** that the Advent Window event has been promoted in the Link, on the Parish Councils website and Facebook page, on the notice boards and on St Andrews School Facebook page.

The article in the Link contained a picture of lighted candles, this was not included in the article submitted by the Parish Council. The editorial team have confirmed that they will ask for any future changes to be approved by the Parish Council prior to publication.

160-20/21

PARISH COUNCIL GENERAL SURVEY

It was **RESOLVED** to **NOTE** that the councillor's have all agreed the areas which will be covered by the survey. The Chairman has contacted AirS and is waiting for clarification on a few points in the quotations.

161-20/21

RECOMMENDATIONS FROM THE OPEN SPACES AND GENERAL MAINTENANCE COMMITTEE MEETING

It was **RESOLVED** to **APPROVE** and **ACTION** the recommendations from the [Open Spaces and General Maintenance Committee](#) meeting 21 October 2020;

- i) **OS030-20/21i Children's Play Area**
Recommendation – A sum of CIL monies is earmarked for the project
Recommendation – Enquiries begin on the availability of grant funding
The sum of £17,000.00 of CIL monies has been suggested, this will be discussed further at the forthcoming Finance Committee meeting. A figure is required for the completion of grant application 'expression of interest' forms.
- ii) **OS030-20/21ii Gale Tree Consultancy Report & Quotation**
Recommendation – Accept Gale Tree Consultancies quotations
- iii) **OS030-20/21iii Locations for benches on the Village Green**
Recommendation – Contact the Parish Community Group, request further details
- iv) **OS031-20/21iii Recruitment of volunteers**
Recommendation - Details are included in the November edition of the Link and on the Parish Councils Facebook page
- v) **OS032-20/21ii Monks Gate pond**
Recommendation – Write to the Management Committee, request for the pond to be cleared and suggest that MoGRA could possibly assist
- vi) **OS032-20/21iii Bench on the green between Church Road/Lime Kiln Road**
Recommendation – Mention in the December edition of the Link that a location for a bench has been identified
- vii) **OS032-20/21iv Open space behind Woodlands Walk**
Recommendation – Write a letter to the Director of Community Services

162-20/21

OPEN SPACES IN THE PARISH

Mannings Heath Village Green

- i) It was **RESOLVED** to **NOTE** the contents of the [monthly report](#) on the children's play area.
- ii) It was **RESOLVED** to **NOTE** the following update on providing new equipment for the children's play area;
 - Three suppliers have visited the play area and provided quotations
 - Individual pieces of equipment can be looked into if the cost of updating all of the equipment in the play area is prohibitive
 - Parishioners and children need to be consulted (survey)
 - Need to ascertain what monies are available
 - Funds to be 'ring fenced' for the project
 - Grant applications can take between 6-12 months, enquiries will start to be made on the availability of grant funding

163-20/21 ENVIRONMENT AND GREEN ISSUES

A number of Parish Councils have looked at how they can contribute to District and County Council environmental policies for greener living.

It was **RESOLVED** to **NOTE** Cllr J Mercer will prepare a more detailed proposal for inclusion on a future agenda.

164-20/21 MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA

It was **RESOLVED** to **NOTE** that the Councillors did not request for any matters to be included on the next agenda.

165-20/21 It **RESOLVED** to **NOTE** the next meeting will be held on 2 December 2020.

The meeting closed at 21.11pm

Chairman
Cllr O Hydes (OBE)

Date