

NUTHURST PARISH COUNCIL

Minutes of the `Virtual' Full Parish Council Meeting held on
Wednesday, 3rd March 2021 commencing at 7.30pm.

PRESENT: Cllr O Hydes OBE (Chairman), Cllr J Assassi, Cllr J Bromley, Cllr N Bryant (Vice Chairman), Cllr R Cato (7.35pm), Cllr J Chaytor, Cllr D Harber, Cllr C Kenny, Cllr J Mercer and Cllr T Nelson.

ALSO, IN VIRTUAL ATTENDANCE: Sarah Hall (Parish Clerk), County Councillor Nigel Jupp (joined 8.19pm), District Councillor Toni Bradnum and six members of the public.

227-20/21 CHAIRMANS WELCOME

The Chairman welcomed the County and District Councillors, members of the Parish Council, and members of the public. Faustina Bayo, from AirS, was welcomed back to the parish. Faustina had previously assisted with the Nuthurst Neighbourhood Plan and was now providing guidance on producing a survey of resident's views.

228-20/21 APOLOGIES FOR ABSENCE

It was **RESOLVED** to **NOTE** that there were no apologies for absence.

229-20/21 DECLARATIONS OF INTEREST

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

230-20/21 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING

It was **RESOLVED** the [Minutes](#) of the Full Council meeting held on 3rd February 2021 be confirmed as a correct record of the meeting and be signed by the Chairman. (Vote – nine members approved the contents of the minutes; Cllr R Cato did not approve the contents).

Cllr R Cato commented on DC-20/21 that "contents of a Standards Complaint must remain confidential until the complaint is determined and 212-20/21 the Monitoring Officer advised that the vote of no confidence should be deferred until the complaint was determined". The Chairman replied "The Monitoring Officer does not interfere with the business of Parish Councils. The Monitoring Officer can give advice, but that advice does not need to be acted upon. A decision was made to remove the vote of no confidence from the agenda. At this point we are not discussing the Extraordinary Meeting as this comes up later on tonight's agenda."

The Chairman was subsequently asked by two Councillors to call an Extraordinary meeting to consider a vote of no confidence in Cllr R Cato and the Chairman agreed to the request.

Cllr T Nelson commented that he and Cllr J Bromley had made a deliberate decision not to take the Monitoring Officer's advice because they felt the gravity of the situation warranted the vote of no confidence.

APPROVAL OF THE MINUTES OF THE EXTRAORDINARY MEETING

It was the second time councillors have asked for a vote of no confidence in Cllr R Cato. The first time the vote was deferred on the advice of the Monitoring Officer because of the outstanding complaint about Cllr R Cato's conduct. After the deferral further emails were sent by Cllr R Cato and Cllr T Nelson and Cllr J Bromley requested for an Extraordinary

meeting to be called and for a vote of no confidence in Cllr R Cato to be considered. The vote was decisive (9:1), leaving no doubt about the strength of feeling on the matter.

Cllr R Cato commented that he had reminded the Chairman about the Monitoring Officer's advice on sections 7.1b and 7.2 of the Code of Conduct.

It was **RESOLVED** the [Minutes](#) of the Extraordinary meeting held on 17th February 2021 be confirmed as a correct record of the meeting and be signed by the Chairman. (Vote – nine members approved the contents of the minutes; Cllr R Cato did not approve the contents).

231-20/21 CHAIRMANS ANNOUNCEMENTS

At the Extraordinary meeting a member of the public made impolite comments about one of the Councillors. This was highly regrettable and the Chairman commented that he hoped it would never happen again.

The Chairman has been informed by Cllr T Nelson, the Zoom administrator, that when anyone joins a Parish Council Zoom meeting their email address is shown, thus no one can claim to be anonymous.

232-20/21 PARISH COUNCIL GENERAL SURVEY

The Chairman introduced Faustina Bayo and advised the Councillors and the public that they would have the opportunity to ask Faustina questions on the implementation of the survey. The details of the survey questions cannot be disclosed until the survey is published.

Faustina explained that it was always good to engage with the public because grant giving companies always like to see evidence of public engagement. The survey will be carried out principally online, but hard copies will also be available from the Clerk. The survey is a resident survey, not a household survey. If there are a lot of submissions from the same IP address this will be noted in an attempt to identify multiple submission from the same resident.

QUESTIONS

- 1) **Concerned that the questions could raise parishioner expectations for example the question regarding the pedestrian crossing. Cllr R Cato and Cllr J Bromley have looked into the matter and it does not fit the WSCC Highway criteria.**
However, the responses from the survey could be used to lobby service providers such as WSCC.
- 2) **The identification of IP addresses could be difficult because, due to poor broadband, parishioners could use friend's terminals.**
The survey is being carried out when people should not be entering friend's houses. All irregular patterns will be monitored in an attempt to identify multiple responses from the same resident. It should be noted that paper replies are not fool proof.
- 3) **How are all parishioners to be made aware of the survey?**
Extensive advertising through banners, noticeboards and the Parish Council's website and Facebook page. It is in the Parish Council's interest to get the maximum response. Hard copies will be available from the Clerk.
- 4) **How long will the survey be open for?**
It is anticipated that the survey will commence after Easter and close at the end of April.
- 5) **Why isn't a paper survey being sent to each household?**
Paper surveys are very expensive because they require additional costs for printing, posting out and posting back. The Parish Council did consider paper surveys, but after

discussion it was decided to go ahead with an online survey, with hard copies available on request.

6) **Why not include a paper survey in the LINK?**

There would still be printing and posting back costs. An advert for the survey will be put in the LINK and if the LINK is to be delivered to households, a promotional leaflet for the survey will also be included.

The Councillors unanimously **RESOLVED** to **APPROVE** the content of the Parish Survey.

The Chairman thanked Faustina Bayo for attending the Zoom meeting and for the guidance she had provided on the production of the Parish Survey.

233-20/21

COMMITTEE MINUTES / REPORTS

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

[Planning Committee](#) – 20th February 2021

(Vote – nine members agreed that the minutes from the Planning Committee meeting should be adopted, Cllr R Cato did not agree with the minutes being adopted and this has been recorded on the minutes from the meeting).

County Councillor Nigel Jupp joined the meeting.

234-20/21

DISTRICT AND COUNTY COUNCILLORS' REPORTS

District Councillor Toni Bradnum provided the following update on District Council business;

- Recommendation from the Scrutiny Community that off street parking should be assessed. Consultant will develop a parking matrix to meet Horsham's particular needs. WSCC will be consulted re road safety issues.
- Proposal that all new builds would have increased parking (1 bed x 2 parking spaces, 2 bed x 2 parking spaces, 3 bed x 3 parking spaces, 4 bed x 3 parking spaces).
- Proposal for new parking protocol for businesses, ducting for electrical charging in all new buildings.
- Proposal for the dimensions of all new garages and car ports to be reviewed.
- Proposal to consider prohibiting the conversion of garages into residential accommodation unless another suitable site for the garage can be found within 30 metres of the property.
- Council tax settled at 3.28% increase, raising a band D property to £157.52, an additional £5.00.
- Making properties more energy efficient. The Government have set out plans to improve home energy performance, for all new homes to be highly energy efficient and be zero carbon ready for 2025. Building work to existing properties must meet these standards.
- Measures to tackle over heating in existing homes.
- Green Homes Grants available to all residents, covers up to 2/3 of the costs for qualifying improvements, with a maximum value of £5,000.00. Application deadline extended to March 2022.
- HDC property services team already made a start by upgrading the Museum and Art Gallery with more energy efficient power. Currently conducting an audit of all council owned buildings, audit will provide costings for retro fitting and where practical installing low carbon technology.
- Hop Oast are now using remoulded tyres on their vehicles, cost 70% of the price of new tyres. Hop Oast will also soon be trialling an electric waste collection vehicle.

- This week is Food Waste Action Week, between 25-30% of all residual waste in the district is food waste. Hot bins are being trialled to turn food waste in usable compost.
- 'Kinder Spring' free online sustainability event for anyone wishing to make their home and garden more sustainable.
- Community allotment at Nuthurst progressing well. Angus White of Architectural Plants has contributed greatly to the project.

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

- WSCC Council Tax increase of 5% approved at Full Council. Band D property increase of £72.00 per annum.
- Hop Oast will be subject to a trial booking system, effective from the end of March. Anticipate a considerable increase in the use of the HWRS during the spring and summer months. The booking system has been introduced in other counties, including Hampshire. Booking will be via the internet or phone (dedicated line). Hopefully by using this system Hop Oats will be able to accommodate the same amount of people and will prevent queuing. After the trial there will be a consultation for all HWRS.
- Primary schools will be fully opening on 8 March 2021, Secondary schools will be phased over the week to allow for testing.
- Allocation of Secondary school places released week commencing 22nd February 2021. 1,000 year 7 pupils transferring to Secondary schools, 9 out of 10 pupils received their 1st choice and 97% received their 1st, 2nd or 3rd choice.
- Consultation in progress on realignment of Family Services. The centres have continued to operate remotely, WSCC hoping to reduce the number of buildings, retain the services and invest the savings back into Family Services. This has proved successful in other counties.
- County Council elections will be held on 6 May 2021, purdah commences on 29 March 2021.

In reply to a question on the congestion at the Buck Barn crossroads, County Councillor Nigel Jupp replied that the design had not anticipated the popularity of the restaurant, but he hoped that the congestion would ease after lockdown is lifted.

235-20/21 PUBLIC SESSION

No member of the public present wished to participate in the public forum.

236-20/21 PLANNING MATTERS

i. NEW APPLICATIONS

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

Number	Applicant & Reason
DISC/21/0040 03.02.2021	Approval of details reserved by conditions 3, 4 and 5 to approved application DC/20/1205 Pemberley, Copsale Road, Copsale
RESOLVED	Condition 3 The Parish Council notes that a "slate effect" roof is proposed for the new stable block but no details of its composition are provided. It also notes that cast iron rainwater goods are proposed. The Parish Council

	<p>asks HDC to consider carefully whether the materials of construction proposed are suitable for this countryside location.</p> <p>Condition 4 The applicant has proposed a long line of Scots pine trees along the entrance drive to Pemberley which is alongside the boundary of Sheepwash Farmhouse. These trees are fast growing and can reach 60 feet high with a spread of 40 feet.</p> <p>The Parish Council strongly objects to the discharge of condition 4 for the following reasons:</p> <ul style="list-style-type: none"> • The height, spread and proximity of these trees would have an unacceptable adverse effect on the setting of Sheepwash Farmhouse, a grade II listed building. • The size of these trees along the boundary of Sheepwash Farmhouse will reduce the sunlight to the property and its garden and its garden would be in the shade for part of the day. • The line of huge Scots pines would be incongruous in this rural setting. • Scots pines are shallow rooted and are prone to uprooting and could fall and damage Sheepwash Farmhouse and its garden. <p>The Parish Council considers that tree species more common in West Sussex which support local species of wildlife would be more appropriate in this location, such as hawthorn, birch and alder.</p> <p>The Parish Council recommends that HDC consults its Arboricultural Officer for an opinion on a long line of Scots pines in the position proposed.</p> <p>Condition 5 The Parish Council strongly objects to the discharge of condition 5 because of the inappropriate location of the “muck heap”</p> <p>The proposed “muck heap” would be located within the site at its closest possible position to Sheepwash Farmhouse and only a few metres from its boundary. This is unacceptable because the residents of Sheepwash Farmhouse will be subjected to offensive odours from the “muck heap”. It will also affect their ability to enjoy and appreciate their garden.</p> <p>There is plenty of room on the site for the “muck heap” to be located in a position that would not cause offence to the residents of Sheepwash Farmhouse. For example, it could be located on the other side of the site behind the old stable block.</p>
<p>DISC/21/0053 12.02.2021</p> <p>RESOLVED</p>	<p>Approval of details reserved by condition 3 on DC/20/2007 Building adjoining Walnut Barn, Kerves Lane, Horsham</p> <p>The Parish Council notes that condition 3 requires a Noise Management Plan for the holiday let to be submitted by the applicant and approved by HDC before the building can be occupied.</p>

	<p>The Parish Council has carefully considered the submitted Plan and it notes that the Plan appears to cover most of the items mentioned in condition 3. It has, however, one major concern. Given that the Parish Council understands that the owner/operator does not live on the site, it is not clear how the plan will be implemented and actively managed to ensure that neighbours, particularly at Hards Farm are not disturbed by noise created by clients especially during the evenings and night.</p> <p>The owner/operator proposes to instal CCTV and sound monitoring, but there is no assurance that he/she will act immediately to stop any nuisance.</p> <p>Therefore, the Parish Council strongly objects to the discharge of condition 3 and recommends that HDC asks the owner/operator to modify the Plan by setting out an active management system to ensure that any breach of the Plan is promptly acted upon.</p>
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ii. **DECISIONS**

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

iii. It was **RESOLVED** to **APPROVE** the [draft written representation](#) for submission to the Planning Inspectorate ([DC/20/1851](#) Coombe Cottage)

iv. **PLANNING UPDATES**

It was **RESOLVED** to **NOTE** that there were no planning updates.

237-20/21

FINANCE

i) It was **RESOLVED** that the schedule of invoices totalling **£1,857.73** be **APPROVED** for payment.

Payment Details	Payee Name	Details	Net £	VAT £	Total £
Direct Debit 16 Feb 2021	SSE Energy (Jan)	Unmetered Electricity Supply	114.83	5.73	120.56
S/Order 1 Feb 2021	Profitable Website	Website/Email Support (Jan 2021)	30.00	0	30.00
002110	S Hall (Clerk)	Expenses	95.98	4.00	99.98
002111	WSCC	Clerks Salary January (Inv 8001513425)	1,499.19	0	1,499.19
002112	SALC	Managing Difficult People Training (in 14728)	90.00	18.00	108.00
Total			1,830.00	27.73	1,857.73

It was **RESOLVED** to **NOTE** the receipts in January 2021 totaling **£0.63**

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI	Nat West	Interest Jan 2020	0.63	0	0.63
Grand Total			0.63		0.63

ii) It was **RESOLVED** to **APPROVE** the [Nat West Current](#) account and [Nat West Savings](#)

- account bank reconciliations for January 2021.
- iii) It was **RESOLVED** to **APPROVE** the [Detailed Receipts & Payments by Budget Heading](#) for January 2021.
 - iv) It was **RESOLVED** to **APPROVE** the [quarterly figures](#) (31st December 2020).
 - v) It was **RESOLVED** to **APPROVE** the transfer of £10,000.00 from the Nat West Savings into the Nat West Current Account.

STAFFING MATTERS

- i) It was **RESOLVED** to **APPROVE** the Clerk carrying over her [outstanding holiday](#) entitlement into her 2021/22 allowance.

The possibility of installing SIDs outside St Andrews CofE Primary School has previously been discussed and Cllr R Cato asked if there was anything in the budget for this project. Cllr T Nelson advised that the sum of £7,000.00 had been ringfenced in the 2021/22 Budget for traffic Management, but the projects have not been specified as yet.

238-20/21

LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS

It was **RESOLVED** to **NOTE** members attended the following Local Association meetings;
WSALC AGM 25.02.2021 – Cllr O Hydes and Cllr N Bryant

The Chairman and Vice Chairman voted on the Special Resolutions as previously agreed at Full Council and the following motions were carried:

1. The Parish Councils of West Sussex instruct the Directors of WSALC as a Special Resolution not to purchase governance services from the Hampshire Association of Local Councils.
2. The Parish Councils of West Sussex instruct the Directors of WSALC as a Special Resolution to work with the East Sussex Association of Local Councils to re-establish a Sussex Association and to receive joint governance arrangements through a single service.
3. The Parish Councils of West Sussex instruct the Directors of WSALC as a Special Resolution to appoint a new Chairman and Vice Chairman of WSALC.

The Chairman concluded that the votes were carried by a substantial majority and that it is important for the Parish Council to belong to both a local (WSALC) and national body (NALC).

SSALC Training – Managing Difficult People 26 February 2021 – Cllr O Hydes, Cllr N Bryant and the Clerk. The training was disappointing.

Horsham District Older Persons Forum 3 March 2021 – Cllr J Chaytor

The Zoom meeting was well attended with four speakers.

1. **Laura Robertson** of NHS Sussex CCG to update us on the progress of the Horsham District Covid 19 vaccine rollout. Now a third vaccination approved. If you booked on line you will be given the date for your second vaccination, otherwise you must wait to be contacted by a Doctor.
2. **Jeff Henmmings** - Census Engagement Manager ONS to brief & update us about the online 2021 National Census scheduled for the 21st March 2021. Further information on Census website.
3. **Rosemary Pavoni** - Dementia Champion and Horsham Care Home owner on the current state of play for Care Homes. Talked about problems experienced by care homes during COVID.
4. **Clare Jones** - Tapestry Lunch Club. Helps people in their homes.

239-20/21

COUNCILLOR CO-OPTION

It was **RESOLVED** to **NOTE** the following update on the co-option of a new Councillor;

- i) A by-election has not been called
- ii) The Parish Council are advertising the vacancy.
- iii) Applications must be submitted to the Clerk by Friday 23 April 2021.
- iv) The co-option will be considered at the Annual Meeting of the Parish Council on 5 May 2021.

**240-20/21 OPEN SPACES IN THE PARISH
Mannings Heath Village Green**

It was **RESOLVED** to **NOTE** the contents of the [monthly report](#) (February) on the children's play area.

241-20/21 RECORDING OF PUBLIC MEETING POLICY

It was **RESOLVED** to **ADOPT** the updated [Recording of Public Meetings policy](#).

242-20/21 MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA

A planning application ([DC/21/0203](#)) has been submitted for 11 caravan pitches, access, landscaping and open space on land adjacent to The Orchard Café, West Grinstead. The consultation closes before the application can be discussed at a Parish Council meeting; councillors were asked to consider submitting observations personally.

243-20/21 DATE OF NEXT MEETING

It was **RESOLVED** to **NOTE** the next meeting will be held on 7th April 2021.

The meeting closed at 21.23pm

Cllr O Hydes
Chairman of the Parish Council

Date