

NUTHURST PARISH COUNCIL

Minutes of the `Virtual' Full Parish Council Meeting held on
Wednesday, 3rd February 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, District Councillor Toni Bradnum and five members of the public.

206-20/21 CHAIRMANS WELCOME

The Chairman welcomed the members and public to the second full Parish Council meeting of 2021 on Zoom.

The Chairman continued, *'with the death toll exceeding one hundred thousand, this is an extraordinary sad time and we should pay tribute once again to all those residents who work for the NHS and are probably feeling shattered by their experiences, to care-workers, and essential workers.'*

207-20/21 APOLOGIES FOR ABSENCE

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

208-20/21 DECLARATIONS OF INTEREST

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

209-20/21 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING

It was **RESOLVED** the [Minutes](#) of the Full Council meeting held on 6th January 2021 be confirmed as a correct record of the meeting and be signed by the Chairman. (Vote – the minutes were unanimously approved. Cllr R Cato was not in attendance at the time of the vote).

210-20/21 CHAIRMANS ANNOUNCEMENTS

The Chairman and Vice Chairman have made a formal Standards Complaint to HDC's Monitoring Officer concerning Cllr R Cato's conduct on the Parish Council. There are a number of reasons for this, however, allegations in the Standards Complaint must remain confidential and cannot be discussed.

There are several items on the agenda for discussion which would not usually appear;

- A one-off payment to the Clerk to compensate for the additional hours she has needed to work.
- To refuse to accept and answer any more correspondence from Save Our Countryside team and Councillor Cato on the matter of Swallowfield Nursery, unless the Parish Council is advised by HDC that there has been a material amendment to the planning applications.
- A written request from a Councillor to have a formal vote of no confidence in Cllr R Cato.

On the advice of HDC's Monitoring Officer the vote of no confidence has been removed from the agenda whilst the allegations regarding Cllr Cato's conduct are being investigated. The vote of no confidence will be re-tabled once the Monitoring Officer has determined the complaint.

211-20/21

CORRESPONDENCE ON SWALLOWFIELD NURSERY

To resolve for all correspondence on the Swallowfield Nursery planning application to cease unless HDC advise the Parish Council of a material amendment to the applications.

After much discussion Cllr Jay Mercer proposed that the motion be amended to;

'To resolve for all correspondence with Save our Countryside (SCC) to cease in relation to Swallowfield Nursery'

The amended motion was seconded by Cllr J Assassi but subsequently she withdrew her seconding of the motion and then Cllr J Bromley seconded the motion.

Support the amendment – Cllr J Assassi, Cllr J Bromley, Cllr J Chaytor and Cllr Jay Mercer (4)
Do not support the amendment – Cllr O Hydes, Cllr N Bryant, Cllr D Harber, Cllr C Kenny, Cllr T Nelson (5)
Abstain – Cllr R Cato (1)

Cllr C Kenny proposed that the motion be amended to;

'To resolve for all correspondence on the Swallowfield Nursery application to cease unless HDC or another body can provide substantial material amendment to the application'

The motion was not seconded and the members voted on the original motion;

'To resolve for all correspondence on the Swallowfield Nursery planning application to cease unless HDC advise the Parish Council of a material amendment to the applications'

A vote was taken and the **motion was carried**.

Support the motion - Cllr O Hydes, Cllr J Assassi, Cllr J Bromley, Cllr N Bryant, Cllr J Chaytor, Cllr J Harber, Cllr T Nelson (8).
Do not support the motion – Cllr R Cato (1)
Abstain – Cllr J Mercer (1)

212-20/21

VOTE OF NO CONFIDENCE

It was **RESOLVED** to **NOTE** that upon the advice of HDC's Monitoring Officer the vote of no confidence has been removed from the agenda whilst the allegations regarding Cllr Cato's conduct are being investigated. The motion will be re-tabled on a later agenda.

213-20/21

COMMITTEE MINUTES / REPORTS

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

[Roads and Footpath Committee](#) – 18th November 2020

[Open Spaces and General Maintenance Committee](#) – 25th November 2020

[Planning Committee](#) – 16th December 2020

214-20/21

DISTRICT AND COUNTY COUNCILLORS REPORTS

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

- Hot bins, which turn food waste into useable compost within 90 days, are being trialled by families in the district.
- New energy advice service launched to help tackle fuel poverty across West Sussex with grants available for low-income families (www.westsussexenergy.co.uk)
- HDC Local Plan review delayed by a month and will now run into the purdah period for the forthcoming elections. No date set for when the Local Plan review will be considered by Full Council
- Public consultation on the initial proposals to expand the Rampion Wind Farm of the Sussex coast has opened
- Council Tax 2021/22 – recommendation for the tax on Band D properties to be increased from £152.52 to £157.52 and for no change in the Council Tax Reduction Scheme will be going to Full Council

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

- Budget Tax 2021/22 – recommendation to Council for an increase of 1.99% plus 3% for adult social care (maximum permitted by Government)
- Finances extremely stretched due to COVID-19, received grants of £90 million in order to provide a balanced budget
- St Andrews CofE Primary School thriving, accommodating vulnerable and key workers children
- 25% of total children in school, higher than the national average. A lot of pressure on schools to take more children as the qualification for key workers has been extended. Latest indication from government is that all children will be returning on 8th March 2021
- Families qualifying for Universal Credit received £15.00 per week food vouchers during the Christmas holidays, this has been increased to £20.00 for the February half term
- WSCC does not have the responsibility for the vaccination programme, although they play a part in the co-ordination and Social Services, as of Monday;
95% of Care Homes - received vaccination
78% of over 80-year-olds – received vaccination
76% of between 75- to 79-year-old – received vaccination

Councillors reported the following to County Councillor Nigel Jupp;

- Water from a blocked drain in Copsale froze and a member slipped on the ice. The blocked drain had previously been reported on Lovewestsussex
- Standard of repair of potholes - repair of the pothole at the end of Nuthurst Road already failing, does anyone check the contractors work?
- Flooding in Bar Lane reported to WSCC Highways, flood signs erected, blocked drain causing entire width of road to flood
- Cllr J Mercer congratulated WSCC on the food donation (food vouchers)

215-20/21

PUBLIC SESSION

A Mannings Heath resident commented;

'At a recent Full Parish Council meeting a statement was read out advising that the Chairman could not partake in any discussion regarding the Swallowfield issue whilst a complaint against the him was being investigated, can you advise when this will run out?'

The Chairman replied;

'The complaint has been determined by the Monitoring Officer and I've been cleared of any Code of Conduct misdemeanour and can now partake in discussion on Swallowfield Nursery. However, we are not having any discussions on Swallowfield Nursery until such time there is a material amendment to the application.'

The Mannings Heath resident asked for further clarification;

'If on further examination there are other issues that you think are important, as the Parish Council will you have the opportunity to discuss the application before HDC make their decision.'

To which the Chairman replied;

'If HDC advise the Parish Council that there are material amendments to the planning application we will have a discussion on it. The fact that other consultees may make comments to HDC does not mean the Parish Council have to consider the comments from other statutory commentators.

The Parish Council is only an advisory body to HDC, it is a statutory body like a number of other consultees. HDC is the decision-making authority and they will make their decision on all the consultee comments and any comments received from members of the public.'

216-20/21

PLANNING MATTERS

i. NEW APPLICATIONS

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

Number	Applicant & Reason
DC/21/0044 21.01.2021 RESOLVED	Removal of existing lean-to conservatory and outside store. Erection of a single storey rear and side extension. 1 Crofton Cottages, Church Road, Mannings Heath The Parish Council has no objection in principle to the proposed extension. The Parish Council notes that the applicant states that the materials to be used will match the existing property in which case the proposed extension will satisfy the guidance in the Parish Design Statement, a Supplementary Planning Document. The Parish Council understands that a resident in an adjacent property has concerns about the effect of the proposed extension on her property. However, because the Parish Council cannot currently visit the site to assess the possible effect, it asks HDC's Planning Officer to consider carefully whether the proposed extension has any material effect on the adjacent properties.
DC/21/0086 20/01/2021 RESOLVED	Erection of a single storey rear extension (Certificate of Lawful Development - Proposed). Swallowfield Cottage, 2 Swallowfield Close, Mannings Heath The Parish Council has no objection in principle to the proposed rear extension to this property. It notes that the applicant states that the materials to be used will match the existing property in which case it

	<p>will satisfy the guidance in the Parish Design Statement, a Supplementary Planning Document.</p> <p>However, the Parish Council is concerned that the garage conversion into a playroom could become a separate unit of accommodation in the future. Therefore, the Parish Council requests a condition along the following lines if HDC is minded to approve the application: <i>“The accommodation hereby permitted in the converted garage shall be used solely for purposes ancillary to the enjoyment of Swallowfield Cottage as a dwelling and shall not be used as a separate unit of accommodation.”</i></p>
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ii. **DECISIONS**

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

iii. **PLANNING APPEALS – LOCKYERS FARM (DC/20/1832)**

It was **RESOLVED** to **APPROVE** the Parish Council submitting a **Written Representation** urging the Planning Inspectorate to dismiss the appeal.

iv. **PLANNING UPDATES**

DC/20/1851 LAND ADJACENT TO COOMBE COTTAGE

The applicants have submitted an appeal to the Planning Inspectorate against HDC’s refusal to permit two dwellings on the site. The Chairman will prepare a draft letter urging the Planning Inspectorate to dismiss the appeal.

217-20/21

FINANCE

i) It was **RESOLVED** that the schedule of invoices totalling **£2,090.54** be **APPROVED** for payment.

Cheque/Ref	Payee Name	Details	Net £	VAT £	Total £
Direct Debit 19 Jan 2021	SSE Energy (Dec)	Unmetered Electricity Supply	138.54	6.92	145.46
S/Order 1 Jan 2021	Profitable Website	Website/Email Support (Jan 2021)	30.00	0	30.00
002105	S Hall (Clerk)	Expenses	50.89	0	50.89
002106	WSCC	Clerks Salary December (Inv 8001507561)	1,499.19	0	1,499.19
002107	Gale Tree Consultancy	Decay Evaluation (T5) (inv 4877)	150.00	30.00	180.00
002108	SLCC	Annual Membership Fees	185.00	0	185.00
Total			2,053.62	36.92	2,090.54

It was **RESOLVED** to **NOTE** the receipts in December 2020 totaling **£0.67**

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI	Nat West	Interest Dec 2020	0.67	0	0.67
Grand Total			0.67		0.67

ii) It was **RESOLVED** to **APPROVE** the **Nat West Current** account and **Nat West Savings** account bank reconciliations for December 2020.

- iii) It was **RESOLVED** to **APPROVE** the [Detailed Receipts & Payments by Budget Heading](#) for December 2020.
- iv) It was **RESOLVED** to **APPOINT** Cllr C Kenny to verify bank reconciliations for all accounts produced by the RFO on a quarterly basis (Financial Regulation 2.2).
- v) It was **RESOLVED** to **NOTE** that the 2021/22 Precept has been submitted to HDC.
- vi) It was **RESOLVED** to **APPROVE** the Clerk receiving a one-off gratuity of £1,000.00 for additional hours worked.

218-20/21 PARISH COUNCIL GENERAL SURVEY

It was **RESOLVED** to **NOTE** that AirS have completed the draft questionnaire, the survey will be circulated to the members for comment prior to inclusion on March's agenda.

219-20/21 LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS

It was **RESOLVED** to **NOTE** that no member attended Local Association or training events in January 2021.

220-20/21 RECOMMENDATIONS FROM THE ROADS AND FOOTPATH COMMITTEE

It was **RESOLVED** to **APPROVE** and action the following recommendations from the [Roads and Footpath Committee meeting](#) held on 20th January 2021;

- i) **RFC039-20/21ii TRAFFIC ISSUES IN THE PARISH – PEDESTRIAN CROSSING**
To take no further action until the results from the Parish Survey are analysed.
- ii) **RFC040-20/21 FOOTPATH ALONG CHURCH ROAD, MANNINGS HEATH**
To invite a WSCC Highways Officer, the complainant and residents from Church Road to attend a future meeting of the Roads and Footpath Committee to discuss the complex issues regarding the hedgerows along Church Road.
- iii) **RFC041-20/21 SHARED CYCLEPATH/FOOTPATH ALONG THE A281**
To take no further action until the results from the Parish Survey are analysed.
- iv) **RFC042-20/21 LOST FOOTPATHS IN THE PARISH**
To note the Parish Council have requested for the following lost footpaths be registered with the Ramblers Association, the Parish Council do not support the registration of any other lost footpath in the parish;
 - Mannings Heath from Goldings Lane to Winterpit Lane, to Bucks Head (across the golf course).
 - Monks Gate from nearly opposite Saxtons Farm up onto the ridge path.
 - Inter-connecting path at Holme Farm off Winterpit Lane, Mannings Heath.
- v) **RFC044-20/21 INSTALLATION OF DOGBINS IN NUTHURST AND MAPLEHURST**
The Parish Council to fund the purchase of dog bins and the emptying being financed from the HDC cleansing grant.

221-20/21 RECOMMENDATIONS FROM THE OPEN SPACES & GENERAL MAINTENANCE COMMITTEE

It was **RESOLVED** to **APPROVE** and action the recommendations from the [Open Spaces and General Maintenance Committee meeting](#) held on 27th January 2021;

- i) **OS053-20/21i/ii FUTURE PROJECTS**
Facilities for older children
To take no further action until the results from the Parish Survey are analysed.
- ii) **Open space behind Woodlands Walk**
To take no further action until the results from the Parish Survey are analysed.

- 222-20/21 OPEN SPACES IN THE PARISH**
Mannings Heath Village Green
- i) It was **RESOLVED** to **NOTE** the contents of the [monthly report](#) (January) on the children’s play area.
 - ii) **Nuthurst Cricket Club**
It was **RESOLVED** to **APPROVE** the request from the Cricket Club for the replacement of a trustee on the Cricket Clubs Lease and Licence.
- 223-20/21 ANNUAL MEETING OF THE PARISH COUNCIL**
It was **RESOLVED** to **HOLD** the Annual Meeting of the Parish Council on Wednesday 26th May 2021.
- 224-20/21 AUTO RECLOSURE AT THE REAR OF ELITE GARAGE**
It was **RESOLVED** to **FORM** an Informal Working Party. The members of the working party will be Cllr O Hydes, Cllr N Bryant, Cllr R Cato and Cllr C Kenny and a meeting will be arranged with a representative from UKPN.
- 225-20/21 MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA**
Cllr J Bromley requested for the responses from WSCC PROW and HDC Enforcement Team, on the report he had prepared on footpath adjacent to Winthrift, to be included on the next agenda.
- Cllr J Mercer commented on how helpful the briefing papers were when preparing for a meeting.
- 226-20/21 DATE OF NEXT MEETING**
It was **RESOLVED** to **NOTE** the next meeting will be held on 3rd March 2021.

The meeting closed at 20.53pm

Cllr O Hydes
Chairman of the Parish Council

Date