



NUTHURST PARISH COUNCIL

You are hereby summoned to attend a meeting of Nuthurst Parish Council that will take place on
Wednesday 23rd June 2021, at Mannings Heath Village Hall, commencing at **7.30pm**

Cllrs: Mr O Hydes OBE (Chairman) Mrs J Assassi Mr J Bromley Mr N Bryant (Vice Chairman) Mr R Cato Mrs J Chaytor	Mrs D Harber Mr C Kenny Ms W Ingram Mr J Mercer Mr T Nelson
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Mrs Sarah Hall

Sarah Hall

Clerk to the Parish Council

17th June 2021

To comply with COVID restrictions the meeting will be limited to 21 seats for members of the public. These seats will be allocated on a first come first served basis. Please contact the Clerk to reserve a seat. Please refer to the accompanying notice for other requirements.

AGENDA

040-21/22	CHAIRS OPENING REMARKS AND RULES FOR THE SAFE CONDUCT OF THE MEETING.	Chairman
041-21/22	ATTENDANCE AND APOLOGIES FOR ABSENCE - to receive and approve apologies for absence from councillors.	Clerk
042-21/22	DECLARATIONS OF INTEREST - to receive any declarations of interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct and consider any requests for dispensations as a result.	All
043-21/22	APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING - to consider for approval the minutes of the Full Parish Council meeting held on 5 th May 2021 for confirmation and signing as a correct record by the Chairman.	All
044-20/21	CLERKS STATEMENT	Clerk
045-21/22	CHAIRMAN'S ANNOUNCEMENTS - to receive any announcements or items for information which the Chairman wishes to bring to the attention of the Council. <i>(NOTE: decisions cannot be made under this item it is for information only)</i>	Chairman
046-21/22	SAFETY OUTSIDE ST ANDREW'S SCHOOL, NUTHURST To discuss safety issues outside St Andrews School and Church (in the Nuthurst Conservation Area) and including the proposed installation of SIDs .	Chairman

047-21/22	DISTRICT AND COUNTY COUNCILLOR'S REPORTS To receive reports from West Sussex County Councillor Nigel Jupp and District Councillor Toni Bradnum.	Nigel Jupp Toni Bradnum						
048-21/22	PUBLIC SESSION - to receive any questions, representations or petitions from members of the Public about an item on the agenda. Once the public session is completed, members of the public are welcome to remain for the rest of the meeting but there is no further opportunity for further comment.	Public						
049-21/22	<p>PLANNING MATTERS</p> <p>i. NEW APPLICATIONS– to consider the following planning applications:</p> <table border="1"> <thead> <tr> <th>Number</th> <th>Applicant & Reason</th> </tr> </thead> <tbody> <tr> <td>DC/21/1207 21.05.2021</td> <td>Prior notification for change of use of agricultural building to form a single dwelling house (Class C3) Copsale Barn (Stables), Copsale Road, Copsale</td> </tr> <tr> <td>DC/21/1367 07.06.2021</td> <td>Prior Approval for the erection of a single-storey rear larger home extension, which would project 4.50m from the rear elevation, comprising a maximum height of 3.15m and an eaves height of 2.50m 3 Vaughan Copse, Mannings Heath</td> </tr> </tbody> </table> <p>ii. DELEGATED DECISIONS – to note the delegated decisions between meetings.</p> <p>iii. DECISIONS - to note the decisions of HDC Planning.</p> <p>iv. RE-INSTATEMENT OF FOOTPATH 1806 (WINTHRIFT, NUTHURST STREET) To discuss the lack of response from WSCC PROW/HDC Enforcement and any further action by the Parish Council. Video showing the condition of the PROW.</p> <p>iv. PLANNING UPDATES</p>	Number	Applicant & Reason	DC/21/1207 21.05.2021	Prior notification for change of use of agricultural building to form a single dwelling house (Class C3) Copsale Barn (Stables), Copsale Road, Copsale	DC/21/1367 07.06.2021	Prior Approval for the erection of a single-storey rear larger home extension, which would project 4.50m from the rear elevation, comprising a maximum height of 3.15m and an eaves height of 2.50m 3 Vaughan Copse, Mannings Heath	<p>Chairman Cllr C Kenny</p> <p>Chairman Cllr J Mercer</p> <p>Clerk</p> <p>Chairman</p> <p>Chairman</p>
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050-21/21	PARISH SURVEY To provide a brief summary of the results and to agree that each Committee will consider aspects that fall within their remit and to make recommendations for action to update the Parish Plan.	Chairman						
051-21/22	FINANCE i) To approve the schedule of invoices for payment , totalling £6,977.59 and to note the receipts totalling £ 24,922.27 . ii) To approve the Nat West current and savings account bank reconciliation for April. iii) To approve the detailed Receipts and Payments for April 2021. iv) To approve the transfer of £5,000.00 from the Nat West Savings to the Current account between meetings. v) To approve the transfer of £10,000.00 from the Nat West Savings to the Current account. vi) To note the VAT reclaim of 1,153.50 has been submitted to HMRC. vii) To note the receipt of £271.17 from Heartbeat.	Cllr T Nelson & Clerk						
052-21/21	APPOINTMENT OF INTERNAL AUDITOR 2021/22 To approve the appointment of Peter J Consultants as the internal auditor for 2021/22 for Nuthurst Parish Council.	Chairman Clerk						
053-21/22	INTERNAL AUDITORS REPORT 2020/21 To note the contents of the Internal Auditors Report and Internal Audit Annual Review .	Chairman Clerk						

054-21/22	<p>ANNUAL GOVERNANCE STATEMENT 2020/21 Section 1 Annual Governance Statement and Explanation To consider and approve the Council's response to statements 1-9 in Section 1 of the Annual Governance Statement be 'Yes' and that Section 1 be duly signed by the Chairman of the meeting and by the Clerk.</p>	Chairman Clerk
055-21/22	<p>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21 PART 3 Section 2 Accounting Statement 2020/21 (Supporting documents Bank Reconciliation, Balance Sheet and Receipts & Payments) To consider and approve Section 2 Accounting Statements 2020/21 and that Section 2 be duly signed by the Chairman of the meeting, noting that this had previously been signed by the RFO prior to presentation as required.</p>	Chairman Clerk
056-21/22	<p>DETAILS OF ARRANGEMENTS FOR THE EXERCISE OF PUBLIC RIGHTS AND NAME OF EXTERNAL AUDITOR To note the details of the Arrangements for the Exercise of Public Rights which includes the name of the external auditor.</p>	Chairman Clerk
057-21/22	<p>LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS - to receive reports from any Councillor who has represented the Parish Council on outside organisations or training events. <i>(NOTE: Decisions cannot be made under this item it is for information only)</i></p> <ul style="list-style-type: none"> HDCOPF 8th June 2021 – Cllr J Chaytor and Cllr D Harber 	Chairman Cllr J Chaytor Cllr D Harber
058-21/22	<p>UPDATED POLICIES To consider and adopt the following draft policies:</p> <ul style="list-style-type: none"> Code of Conduct (adopted by HDC April 2021) Recording of Public Meetings (removed 'Anyone wishing to record a meeting should inform the Clerk before the start of the meeting'). Standing Orders (removed reference to 'virtual meetings') Terms of Reference (updated 'Committee meeting' venues) 	Chairman & Clerk
059-21/22	<p>APPOINTMENT OF COMMITTEES</p> <ol style="list-style-type: none"> To appoint Cllr W Ingram to the following committees; Planning Committee & Open Spaces & General Maintenance Committee. To appoint a member to represent the Parish Council at CAGNE Parish Forums (Cllr J Mercer) 	Chairman
060-21/22	<p>PARISH COUNCIL RISK ASSESSMENTS To arrange for a Councillor to assist the Clerk with the Annual Risk Assessments.</p>	Chairman
061-21/22	<p>DIARY OF ORDINARY (FULL PARISH COUNCIL) AND COMMITTEE MEETINGS (FULL PARISH COUNCIL MEETINGS) To agree the date and time of the Ordinary and Committee meetings of the Council up to and including the next annual meeting of the Council.</p>	Chairman
062-21/22	<p>OPEN SPACES IN THE PARISH</p> <ol style="list-style-type: none"> To note the contents of the monthly report (June) on the children's play area. To discuss and approve the planting of trees on the triangle of land outside Mannings Heath village store. To discuss the arrangements for the FunFest on 4th July 2021. 	Cllr N Bryant Chairman Chairman
063-21/22	<p>MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA</p>	All

064-21/22	DATE OF NEXT MEETING – The next meeting will be held on 21st July 2021 , in Mannings Heath Village Hall, commencing at 7.30pm (the meeting will be conducted in accordance with government guidelines).	Chairman

Circulation: All Parish Councillors

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as a person having given consent to being recorded (photographed, film or audio recording) at the meeting by any person present.