

NUTHURST PARISH COUNCIL

Minutes of the Full Parish Council Meeting held on
Wednesday, 20th October 2021 commencing at 7.30pm.

PRESENT: Cllr O Hydes OBE (Chairman), Cllr J Bromley, Cllr N Bryant (Vice Chairman), Cllr J Assassi, Cllr, Cllr D Harber, Cllr W Ingram, Cllr C Kenny and Cllr T Nelson.

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

107-21/22 CHAIR'S OPENING REMARKS AND RULES FOR THE SAFE CONDUCT OF THE MEETING

The Chairman welcomed the Councillors, District Councillor and members of the public to the October meeting. The Chairman continued 'Covid has not gone away, infection rates remain stubbornly high, especially in Horsham and I am told that some schools have been badly affected. Therefore, can I start by going through the advice so as to keep everyone as safe as possible tonight.'

108-21/22 APOLOGIES FOR ABSENCE

It was **RESOLVED** to **NOTE** that apologies for absence were received from Cllr J Chaytor and County Councillor Nigel Jupp.

109-21/22 DECLARATIONS OF INTEREST

It was **RESOLVED** to **NOTE** that no declarations of interest, as defined under the Localism Act 2011 and the Parish Councils Code of Conduct, were made.

110-21/22 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING

It was **RESOLVED** the [Minutes](#) of the Full Council meeting held on **15th September 2021** be confirmed as a correct record of the meeting and be signed by the Chairman. (Vote – unanimously approved).

111-21/22 CO-OPTION OF PARISH COUNCILLOR

There were two applicants for the vacancy created by Jay Mercers resignation. In alphabetical order –Paddy Bullen and Daniel Lawrence.

The Chairman **proposed** a ballot to select the successful candidate, the motion was **seconded** by Cllr T Nelson.

The applicants were given the opportunity to speak for two minutes, the Councillors were invited to ask questions and then vote.

As Paddy Bullen was the successful candidate in the vote it was **RESOLVED** that Paddy Bullen be co-opted onto the Parish Council.

Following the resignation of Roger Cato a further vacancy will be considered at the Full Parish Council meeting on 7th November 2021.

112-21/22 COMMITTEE MINUTES/REPORTS

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

[Finance Committee](#) – 11th November 2020

[Planning Committee](#) – 2nd September 2021

113-21/21

CHAIRMANS ANNOUNCEMENTS

You will recall that Natural England have said that Hardham waterworks cannot supply water to any new housing in the area in the future and is insisting on something it has called “water neutrality”. Because of this, HDC is not considering any new planning applications for housing until it has received legal advice as to what it can do. Natural England has also caused a delay to the Local Plan. There is no more news on this. I think we are all waiting for Natural England to produce guidance, particularly on this new concept of “water neutrality”.

I would particularly like to thank councillors for reading letters, background papers and attending meetings. For example, four councillors met with Mr. Crawford, HDC’s Director of Parks in the field behind Woodlands Walk and I will report on that later in the meeting. Three councillors attended the planting of two trees outside the old shop in Mannings Heath and three councillors had a Teams meeting to discuss the various road safety issues. I am very grateful for every councillor’s efforts to get things done in the Parish.

114-21/22

PUBLIC SESSION – no member of the public present wished to speak in the public forum.

115-21/22

DISTRICT AND COUNTY COUNCILLORS’ REPORTS

District Councillor Toni Bradnum provided an update on District Council business:

- The District Councillor will attend a briefing regarding the Local Plan on 25th October
- Understand that planning applications for extensions may still be determined as long as the number of people living at the property does not increase
- West Sussex Affordable Energy Partnership, working in collaboration with West Sussex District, Borough and Community Councils, is being co-ordinated by the West Sussex Fuel Poverty Co-ordinator who is providing support to households on low incomes with the rising cost of fuel through grants. **Contact West Sussex Energy**
- HDC have adopted a new Enforcement scheme
- The Drill Hall will be taken over by the Royal British Legion on 1st April 2022 for up to 30 years. The Royal British Legion will take out a lease, carry out refurbishments and continue to hire out the hall
- HDC have agreed at Council to continue to oppose the use of the ‘standby’ runway at Gatwick Airport for commercial flights. The consultation closes on 1st December 2021

116-21/22

PLANNING MATTERS

i. **New Applications**

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

| Number | Applicant & Reason |
|---|--|
| DC/21/1602 29.09.2021 RESOLVED | Erection of a single storey two bay garage and internal garage conversion to provide habitable accommodation. 1 The Grange, Ghyll House Farm, Broadwater Lane, Copsale No objection. The Parish Council notes that the materials of construction of the garage match those of the house and therefore comply with the Parish Design Statement. |
| DC/21/1587 30.09.2021 RESOLVED | Erection of a single storey side extension, a single storey one bay extension to existing garage and a single storey detached outbuilding. 6 The Grange, Ghyll House Farm, Broadwater Lane, Copsale No objection but to ask HDC for a condition that the outbuilding |

| | |
|---|--|
| | must not be used as a separate unit of accommodation or for any business or commercial purpose. It would be acceptable for it to be used as an office for working from home. |
| DC/21/1423 07.10.2021 RESOLVED | Erection of a single storey outbuilding, erection of extension to existing double garage and insertion of two rooflights to main dwelling. 2 The Grange, Ghyll House Farm, Broadwater Lane, Copsale The Parish Council notes that a new elevations plan showing a pitched roof instead of a flat roof has been submitted in line with the Parish Council’s comments on the original application. The Parish Council therefore has no objection to the revised application. However, If HDC are minded to approve the outbuilding the Parish Council requests a condition along the following lines “The outbuilding hereby permitted shall be occupied solely for purposes ancillary to the occupation and enjoyment of 2 The Grange as a dwelling and shall not be used as a separate unit of accommodation.” |
| DC/21/2042 27.09.2021 RESOLVED | Demolition of existing residential outbuilding and erection of a replacement residential outbuilding in the same location. Lake Cottage, Nuthurst Street, Nuthurst No objection. However, If HDC are minded to approve the outbuilding the Parish Council requests a condition along the following lines “The outbuilding hereby permitted shall be occupied solely for purposes ancillary to the occupation and enjoyment of Lake Cottage as a dwelling and shall not be used as a separate unit of accommodation.” |
| DC/21/2107 13.10.2021 RESOLVED | Surgery to x1 Western red Cedar (T1) 19 Whytings, Mannings Heath No objection. |

ii. **DECISIONS**

It was **RESOLVED** to **NOTE** the Parish Councils [Delegated Decisions](#), HDC planning [decisions](#) and appeals lodged with the Planning Inspectorate.

iii. **BUCK BARN AND THE LOCAL PLAN**

It was **RESOLVED** to **NOTE** that the Parish Council have sent letters to HDC’s planners and politicians and the replies have been circulated. The three other parish councils (Cowfold, West Grinstead and Shipley) received very short replies from the HDC Chief Executive which they regarded as dismissive. At least one parish council has complained and one District Councillor has got involved.

iv. **PLANNING UPDATES**

It was **RESOLVED** to **NOTE** that the Parish Council have been notified of the appeal by Mannings Heath Golf Club and Wine Estate against HDC’s refusal of planning permission to use the agricultural storage barn alongside the public footpath off Hammerpond Lane for running vineyard tours. The Chairman will prepare a draft written representation for consideration and approval at the next meeting. Incidentally, the Golf Club has recently advertised a Children’s’ activity week at the barn during half term. The Chairman will continue to monitor whether there are any breaches of planning permission.

117-21/22

PARISH PLAN

Cllr D Harber spoke of her concerns about the time scales, especially those for the facilities of older children and the play area.

It was **RESOLVED** to **APPROVE** the [updated Parish Plan](#) and to review the plan and its timescales regularly.

118-21/22

FINANCE

i) It was **RESOLVED** that the schedule of invoices totalling **£4,032.40** be **APPROVED** for payment.

| Cheque/Ref | Payee Name | Details | Net £ | VAT £ | Total £ |
|----------------------------------|---------------------------------|--|------------------|------------------|--------------------|
| Direct Debit 18 October | SSE Energy (September) | Unmetered Electricity Supply | 122.56 | 6.12 | 128.68 |
| S/Order 1 October | Profitable Website | Website/Email Support (October 2021) | 30.00 | 0 | 30.00 |
| 002150 | S Hall (Clerk) | Expenses | 207.76 | 31.76 | 239.52 |
| 002149 | Age UK | Grant `Keep Connected Initiative` | 200.00 | 0 | 200.00 |
| 002151 | WSCC | Clerks Salary September (Inv 8001562437) | 1,546.88 | 0 | 1,546.88 |
| 002152 | SSE Contracting | Repair Green Lane/Golding Lane (inv 210204) | 53.74 | 10.75 | 64.49 |
| 002154 | Moore | External Audit 2020/21 | 300.00 | 60.00 | 360.00 |
| 002155 | Copsale Hall | Hall Hire 02.09.2021 (inv NPC0921) | 20.00 | 0 | 20.00 |
| 002156 | HALC | Annua Fee 2021/22 | 15.00 | 0 | 15.00 |
| 002157 | M/Heath Community Council | Hall Hire 15.09.2021 (inv 21.62) | 23.00 | 0 | 23.00 |
| 002158 | Netcom IT | ESET NOD32 Antivirus expires 29.10.2024 | 42.36 | 8.47 | 50.83 |
| 002159 | Rialtas | Annual Accounts Package Fee (inv SM24313) | 124.00 | 24.80 | 148.80 |
| Paid between meetings | | | | | |
| 002148 | WGAC | Grant | 1000.00 | 0 | 1000.00 |
| 002160 | Mr P Bullen | Nuthurst Remembers (Replacement Tree Maplehurst) | 171.00 | 34.20 | 205.20 |
| Total | | | 3,856.30 | 176.10 | 4,032.40 |

It was **RESOLVED** to **NOTE** the receipts in August 2021 totalling **£0.69**

| Payment Method | Payer Name | Details | Net £ | VAT £ | Total £ |
|--------------------|------------|----------------------|-------------|----------|-------------|
| FPI | Nat West | Interest August 2021 | 0.69 | 0 | 0.69 |
| Grand Total | | | 0.69 | 0 | 0.69 |

- ii) It was **RESOLVED** to **APPROVE** the bank reconciliations for the [Nat West current](#) account and [Nat West savings](#) account for August 2021.
- iii) It was **RESOLVED** to **APPROVE** the [detailed Receipts and Payments](#) for August 2021.
- iv) It was **RESOLVED** to **APPROVE** the transfer of **£10,000.00** from the Nat West Savings Account to the Nat West Current account.

119-21/22

LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS

It was **RESOLVED** to **NOTE** no Councillors attended any meetings etc.

120-21/22

RECOMMENDATIONS FROM THE FINANCE COMMITTEE

To **approve** the **recommendation** from the [Finance Committee Meeting](#) held on 7th October 2021:

It was **RESOLVED** to **APPROVE** the **RECOMMENDATION** from the Finance Committee:
To increase the budget for updating the children's play area to £31,000. This could be slightly increased towards the end of the financial year. Also, to contact local companies and try to secure additional funding through sponsorship.

Cllr D Harber thanked Cllr T Nelson and the Finance Committee for the recommendation.

121-21/22

OPEN SPACES IN THE PARISH

- i) **Children's Play Area**
It was **RESOLVED** to **NOTE** the content of the [October Report](#) on the children's play area. The wet pour under the slide is coming away from the edges and has been fenced off. The wet pour is no longer covered by a guarantee and a verbal quote from Wicksteed was excessive. Horsham Fencing have been asked for a quote to erect a fence around the area.
- ii) **Verge outside the Old Village Store**
It was **RESOLVED** to **NOTE** that a Cercis Canadensis 'Forest Pansy' and Amelanchier Grandiflora 'R J Hilton' were planted outside the old Village Store on 10th October. Richard and Ann Walter from the old shop were present and photographs have been included on the Parish councils Facebook page. The trees have been much admired and they will do their little bit to reduce carbon pollution.

The Chairman thanked Cllr W Ingram for sourcing the trees and the Clerk and her partner for helping to plant the trees.

- iii) **Field behind Woodlands Walk**
It was **RESOLVED** to **NOTE** in 1977 five trees were planted by the Parish Council to mark the Queen's Silver Jubilee. Forty-four years later, it is proposed to plant a small orchard of six trees in the field behind Woodlands Walk to mark her Platinum Jubilee. HDC own this public open field and during discussions, the Director of Parks was pleased with the proposal and wanted to be involved. So, six flowering orchard trees will be planted, some of them to be funded by HDC. HDC will also source the trees, alter the mowing regime so as to keep the grass short around the trees and assume responsibility for watering and maintaining the trees. These trees will, like

the ones outside the old shop, help to remove pollutants from the air and help mitigate climate change and attract more insects to the field.

A bench made from re-cycled materials will be sourced for the Parish Council by HDC and will be sited so that local people can sit, chat and enjoy the open space, its wildlife and views. Whilst the Director of Parks was in the field, he noticed that several of the boundary trees were suffering from ash dieback. He will be arranging for these to be felled this winter as the field is a public open space.

122-21/22

RISK ASSESSMENTS

It was **RESOLVED** to **ADOPT** the updated Risk Assessments:

[Financial Risk Assessment](#)

[Parish Assets](#)

[Village Green](#)

[Children's Play area](#)

123-21/22

PARISH COUNCIL ASSETS

Forty-four years ago, it was the Queen's Silver Jubilee and the Parish had a lot of celebrations, street parties, a special Church service etc were arranged. In addition, the Parish Council planted five oak trees, one in each settlement and erected five garden benches around the parish. The Chairman and his wife have recently scraped off lichen, rubbed down and re-stained one of those benches on the open space between Lime Kiln and Church Road. However, there are more benches around the parish which also need similar renovation. The Chairman asked for volunteers to assist with the renovations.

It was **RESOLVED** to **NOTE** that the Chairman (St Andrews Churchyard), Cllr J Bromley (Maplehurst bench), Cllr P Bullen (Downs Link bench) and Cllr D Harber (A281 Monks Gate) volunteered to renovate the benches.

Further [remedial actions](#) from the Asset Check will be addressed at the Full Parish Council meeting on 15th December 2021.

124-21/22

UPDATED POLICIES

It was **RESOLVED** to **APPROVE** members sitting on the following committees:

Planning Committee (Cllr J Assassi, Cllr J Bromley, Cllr N Bryant, Cllr P Bullen, Cllr J Chaytor, Cllr D Harber, Cllr O Hydes, Cllr W Ingram, Cllr C Kenny, Cllr T Nelson)

Finance & Policies Committee (Cllr T Nelson, Cllr N Bryant, Cllr P Bullen, Cllr O Hydes, Cllr C Kenny)

Roads & Footpath Committee (Cllr J Bromley, Cllr N Bryant, Cllr P Bullen, Cllr J Chaytor, Cllr O Hydes, Cllr C Kenny and Cllr T Nelson)

Open Spaces & General Maintenance Committee (Cllr N Bryant, Cllr J Chaytor, Cllr D Harber, Cllr O Hydes, Cllr W Ingram, Cllr T Nelson)

Complaints Committee (Cllr N Bryant, Cllr J Chaytor, Cllr O Hydes)

Staffing Committee (Cllr J Chaytor, Cllr O Hydes, Cllr T Nelson)

125-21/22

THE QUEENS PLATINUM JUBILEE

The book "Nuthurst 1977" lists all the impressive celebrations held in the Parish for the Queen's Silver Jubilee. This is far from an inclusive list but the children of St Andrews School held a sponsored read and raised £270. They also attended a special church service when they were each given a Bible with a commemorative bookplate. In the wider community, the Golf Club held a Jubilee competition and barbeque, the Brownies attended a Jubilee jamboree in Horsham Park, and an organisation called the Four Hamlets Club ran an impressive number of activities for over sixty children ranging from table tennis, darts,

chess, draughts, football, stoolball, tennis, fishing, camping and barbeques. The Maplehurst and Mannings Heath Women's Institute ran a children's tea party and presented each child with a Jubilee crown and that's just a sample of what went on during the Silver Jubilee celebrations in the Parish.

The Parish Councils article in the Link magazine asked residents and groups for their ideas. Perhaps, like in 1977, there needs to be a Celebrations Committee to co-ordinate some events.

It was **RESOLVED** for the Clerk to contact the groups within the parish to see if there is a willingness to form a 'celebrations' committee.

126-21/22

MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA

It was **RESOLVED** to **NOTE** that the Councillors did not request for any items to be included on November's agenda.

127-21/22

DATE OF NEXT MEETING

It was **RESOLVED** to **NOTE** the next meeting will be held on 17th November 2021 in Mannings Heath Village Hall.

The meeting closed at 8.25pm

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Chairman of the meeting

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Date