

# Memo (Agenda January 2018 - Appendix B)

**To: Parish Councillors**

**c.c:** Nigel Jupp (County Councillor) & Toni Bradnum (District Councillor)

**From:** Sarah Hall

**Date:** 24th December 2017 (Week commencing 11<sup>th</sup> & 18th December 2017)

**Re:** COUNCILLORS' BRIEFING NOTE

I have outlined below a number of recent developments for your information.

(1) **Planning Applications Issued**

Number	Applicant & Reason	
<b>DC/17/2734</b> 19/12/2017	<b>Single-storey extension to provide entrance hall</b> Fox Cottage, Sedgwick Park, Horsham	Wtg for doc's HDC
<b>DC/17/2824</b> 22/12/2017	<b>Demolition of existing pool room at rear of property and erection of new single storey annexe and extension work to incorporate existing outbuildings.</b> Hards Farm Cottage, Kerves Lane, Horsham	Wtg for doc's HDC
<b>DC/17/2827</b> 22/12/2017	<b>Demolition of existing rear conservatory and erection of a two storey side extension,</b> Hards Farm Cottage, Kerves Lane, Horsham	Wtg for doc's HDC

(2) **Correspondence**

Document	
<p><b>HALC Minutes 13<sup>th</sup> November 2017</b> Email dated 11<sup>th</sup> December 2017, from Beverley Bell, HALC Secretary</p> <p>Minutes of the <b>Annual Meeting of HDC and HALC</b> Monday 13 November 2017 The Studio at the Capitol 7.30pm</p> <p><b>1.0 Attendance and Apologies for Absence</b> Those Present: Peter Cozens Amberley Anna Worthington-Leese Storrington &amp; Sullington Samantha Bell Ashington Caroline Instance Thakeham Celia Price Ashington Ashley Brooks Warnham Nigel Spiers Ashington Geoff Read Warnham Susie Fischel Ashurst Fran Davis West Chiltington Jim Goddard Bramber Sondra Fullbrook West Chiltington Nick Stubbs Bramber Kate Rowbottom Horsham District Councillor Geoff Clark Broadbridge Heath Jonathan Chowen Horsham District Councillor Terry Oliver Broadbridge Heath David Coldwell Horsham District Councillor Stephen Davies Colgate Nigel Jupp Horsham District Councillor Ian Botting Denne NC Gordon Lindsay Horsham District Councillor Tony Duggan Henfield Claire Vickers Horsham District Councillor Mike Morgan Henfield Adam Chalmers HDC Gevin White Lower Beeding Tom Crowley HDC Michael Lloyd Lower Beeding Ben Golds HDC Karen Burgess North Horsham Mark McLaughlin HDC Peter Burgess North Horsham Trevor Leggo SSALC Edna Henly Pulborough Apologies: Barbara Ann Kay Pulborough Mark Knight Ashurst Elaine Kipp Pulborough Alan Grant Billingshurst Philip Baxter Shipley Pauline Whitehead</p>	For information

<p>North Horsham Neil Beer Slinfold Shermanbury Tracey Euesden Storrington &amp; Sullington Summary: 16 of the 32 Parish Councils and one of the three of the Neighbourhood Councils were represented.</p> <p><b>2.0 Leader of the Council: Cllr Ray Dawe</b></p> <p>2.1 Cllr Dawe introduced the meeting. He said he was a Parish Councillor from 1993 to 2011 and joined Horsham District Council in 2007. In 2011, the government grant to HDC was £6.2m, and in 2018 it will be zero. In 8 years, the District Council has had to find £7m in savings efficiencies through transformation and doing things better. The District Council has moved from Park North to Park Side. Whilst rural car parking charges are not popular, the money has to come from somewhere.</p> <p>2.2 District Councillors spend about half their time on planning issues. The District Council is required to build 800 houses per annum in the district, which could increase to 940 houses per annum if the government white paper consultation is approved. HDC has submitted a very robust response to the consultation.</p> <p>2.3 All Parish Councils will have received a letter about Neighbourhood Wardens inviting expressions of interest. There is some initial financial assistance from HDC, but it will require a big rise in parish precept. Pulborough Parish Council feel that their Neighbourhood Wardens have had a positive impact on their community offering advice, direct assistance, sharing contacts and they have become a valued part of the community. A pair of Wardens cost £65,000 per annum. HDC handle the recruitment and work with the Parish Councils.</p> <p>2.4 HDC is losing its Chief Executive Tom Crowley; recruitment has commenced to find his replacement.</p> <p><b>3.0 Rural Car Parks Review</b></p> <p>3.1 Cllr Ray Dawe said the charges in the rural car parks are not high, and the disc system has proved very popular. He said the charging will be reviewed after one year, and some tweaks have already been made in Steyning. An increased number of all day passes have been issued. He asked Parish Councils to raise any issues with Horsham District Council and he is happy to have any individual discussions. He is aware of issues in North Horsham and Pulborough parishes. Concerns were raised about the lack of information on second ticket purchase when parking from afternoon through to the evening. Ben Golds said that information is displayed on a poster above the ticket machines.</p> <p>3.2 A question was asked if the Neighbourhood Wardens could enforce parking. Adam Chalmers said Neighbourhood Wardens could issue advisory notices for people that park regularly for behaviour change.</p> <p>3.3 Cllr Dawe said that all Parish Councils have been asked to notify HDC of any problems with rural car parks, e.g. poor white lining. He said with the new income stream, HDC can look at more officers for enforcement.</p> <p><b>4.0 New Bin Collection Service</b></p> <p>4.1 Adam Chalmers said that HDC want to encourage more recycling with the new bin collection service. The recycling rate for West Sussex is 42%, and for Horsham is 45%. The government target is 50% by 2020. He said 20% of residual waste in a 140 litre bin can be recycled. The new service will help to save money, as there is no government grant for household waste collection.</p> <p>4.2 76% of Councils operate an alternate weekly collection, and it typically increases the recycling rate by 9% and reduces the overall residual waste.</p> <p>4.3 The new service starts on 05 February 2018 with route optimisation, new trucks and new bins. Recycling and green waste will be collected alternately from household waste. Households can apply for a larger recycling bin or a second recycling bin and there has already been good take up of this service.</p> <p><b>5.0 Planning Update</b></p> <p>5.1 Mark McLaughlin said the Horsham District Planning Framework was adopted</p>	
---	--

<p>in November 2015 and forms the basis for planning decisions. The development on land north of Horsham is in the final stages of the legal agreement. The HDPF provides the basis for Neighbourhood Plans. HDC has a defensible five year housing land supply. The Inspector's report said HDC must commence a review within 3 years, which is November 2018. The initial review will include economic issues and rural strategy. Issues to consider include key employment areas, the need for any new allocations for employment, to ensure there are jobs to go with houses. The rural strategy review will look at built up area boundary review and barn conversion policy. The issues and options consultation will take place in early 2018.</p> <p>5.2 A Gypsy and Traveller Site Development Plan Document will be discussed by the Cabinet on 23 November 2018 and includes a new site. There will be a two month consultation period.</p> <p>5.3 The government has requested a brownfield land register by 31 December 2017. Part one includes a list of 30 sites, part 2 can give permission in principle, but can also be left blank. To be included land must be suitable for housing, available, achievable and capable of delivering at least five dwellings. The 2016 SHELAA forms the starting point.</p> <p>5.4 CIL is a planning charge to provide strategic infrastructure, e.g. roads, schools, libraries. S106 will need a direct link to the development to provide for affordable housing. The CIL charging schedule was adopted on 26 April 2017 and was implemented on 01 October 2017. Residential development will yield £135 per sqm, and £100 per sqm for other development, e.g. supermarkets. There is no CIL on developments at land north of Horsham or Kilnwood Vale as it was not viable. The Regulation 123 list determines what CIL can be spent on. Parishes with Neighbourhood Plans receive 25% of CIL, and those without 15%. Money is paid twice a year: April and October, and is only payable on permissions after 01 October 2017.</p> <p><b>6.0 Year of Culture 2019</b></p> <p>6.1 Cllr Jonathan Chowen said the Year of Culture will showcase the district's rich culture and heritage, encouraging organisations to invest to promote themselves. It will be a year of opportunity. Invitations for grant funding are invited and he encouraged organisations to be bold, be enthusiastic, be experimental and seize the opportunity. The deadline for applications is 30 November 2017. Cllr Chowen is happy to visit all Parish Councils to discuss the Year of Culture.</p> <p><b>7.0 Close of Annual Meeting of HDC and HALC</b></p> <p>7.1 Val Court wished Tom Crowley well on his future path and thanked him for all his hard work. Tom Crowley said it is easy to take it for granted what a fantastic district Horsham is, and he is full of admiration for the passion and hard work of the Parish Councils. Meeting closed at 9.15pm</p>	
<p><b>New CE for HDC</b> Email dated 15<sup>th</sup> December 2017, from Tom Crowley, CE</p> <p>Horsham District Council's Employment Committee will be recommending the appointment of Glen Chipp as its new Chief Executive at an extraordinary meeting of the Council on Tuesday 19 December, 2017.</p> <p>Glen is currently Chief Executive of Epping Forest District Council in Essex and has substantial local government experience having previously worked at Bath and North-East Somerset District Council as a Strategic Director from 2009-2012.</p> <p>Glen's early career was spent with Deloitte, ICI, Whirlpool and The Scotsman. In 1997, he became Managing Director of Inspirations Holidays Ltd, moving on in 1999 to be Group Aviation Director of Thomas Cook Airlines. From 2002-2007 he was Managing Director of that business, before he had a short spell as Chief Operating Officer at Save and Invest Ltd.</p>	<p>For information</p>

<p>The recommendation to appoint Glen was made following an interview with the Employment Committee as well as carrying out a series of interviews and tests and presenting to an audience of members and staff.</p> <p>Subject to confirmation by Council on 19 December, Glen will succeed Tom Crowley when he retires in April.</p> <p>Leader of the Council, Ray Dawe, said: We look forward to welcoming Glen to Horsham where he will join an already strong leadership team. He will be bringing a wealth of experience with him and will help us to build on all the great work which is already taking place in the district."</p> <p>Glen said: "I'm delighted to be joining Horsham District Council as Chief Executive. This is an exciting opportunity and I very much look forward to working with councillors, officers and partners to improve the lives of people in our local communities."</p>	
<p><b>Adult Social Care - Cabinet Member newsletter December 2017</b> Email dated 19<sup>th</sup> December 2017, from <a href="mailto:westsussex@public.govdelivery.com">westsussex@public.govdelivery.com</a></p> <p><b>The newsletter is available under 'latest news' on the PCs website.</b></p>	For information
<p><b>Christmas Greetings</b> Email dated 20<sup>th</sup> December 2017, from Nathan Elvery, CE WSCC</p> <p>Email Christmas card 'Wishing you and your loved ones a Merry Christmas and a Peaceful and Prosperous New Year'</p>	For information
<p><b>HALC Agenda 9<sup>th</sup> January 2018</b> Email dated 20<sup>th</sup> December 2017, from Beverley Bell, HALC Secretary</p> <p style="text-align: center;"><b>Tuesday 09 January 2018 - 7.30pm – 9.30pm</b> <b>at <u>Ashurst Village Hall</u>, Ashurst, Steyning BN44 3AP</b></p> <p style="text-align: center;"><b>AGENDA FOR THE HALC MEETING</b></p> <ol style="list-style-type: none"> <li>1. Welcome, attendance and apologies - please sign in on arrival.</li> <li>2. Guest Speaker: Judith Packer, Voluntary Sector Relationship Officer, Public Health at West Sussex County Council, to discuss the Dementia Friends Initiative.</li> <li>3. Approval of Minutes of the Meeting on 18 September 2017.</li> <li>4. Matters arising from item 3 – not on the agenda below.</li> <li>5. SSALC Training Programme 2018.</li> <li>6. General Data Protection Regulations 2018.</li> <li>7. Impact of Parking Charges – further feedback from the parishes.</li> <li>8. Reports from Representatives on Outside Bodies: <ul style="list-style-type: none"> <li>• Standards Committee</li> <li>• WSALC</li> <li>• Sussex Surrey ALC</li> <li>• Community Safety Partnership</li> <li>• CPRE</li> <li>• CLC</li> </ul> </li> <li>9. Members Questions and Comments.</li> <li>10. Date of Next Meeting – Wednesday 18 April 2018 at the Henfield Hall</li> </ol>	For information
<p><b>County News - Horsham District December 2017</b> Email dated 21<sup>st</sup> December 2017, from <a href="mailto:westsussex@public.govdelivery.com">westsussex@public.govdelivery.com</a></p> <p><b>The newsletter is available under 'latest news' on the PCs website.</b></p>	For information

**Sarah Hall,**  
Clerk to the Parish Council