

# NUTHURST PARISH COUNCIL

**Clerk to the Council**  
Mrs Sarah Hall

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24<sup>th</sup> September 2018

Dear Councillor,

## **NUTHURST PARISH COUNCIL MEETING**

Wednesday 3<sup>rd</sup> October 2018 commencing at **8.00pm**.  
St Andrews CofE Primary School, Nuthurst Street, Nuthurst

<b>Councillors:</b>	Mrs V Court (Chairman)	Mr O Hydes (OBE)
	Mrs J Assassi	Mr J Mercer
	Mrs F Boulter	Mr T Nelson
	Mrs J Chaytor	Mr S Turner
	Mrs G Dixon (Vice Chairman)	
	Mrs A Gaffney	
	Mrs J McClean	

You are summoned to the meeting to transact the following business:

Yours sincerely,

Mrs Sarah Hall  
Clerk to the Parish Council

Please advise the Clerk if you require a signed hard copy of the agenda.  
(Please note all meetings will be recorded until the minutes have been approved by the Parish Council)

## **A G E N D A**

1. **APOLOGIES FOR ABSENCE** - to receive apologies of absence.
2. **DECLARATIONS OF INTEREST** - to receive any declarations of interest from members of the Parish Council.
3. **CHAIRMAN'S ANNOUNCEMENTS**
4. **APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING** - to approve as a true and correct record of the Full Parish Council meeting held on 5<sup>th</sup> September 2018.
5. **TO RECEIVE THE APPROVED MINUTES FROM THE SUB-COMMITTEES** - to adopt the minutes from the Planning Committee meeting held on 15<sup>th</sup> August 2018.
6. **CORRESPONDENCE** – to receive and discuss correspondence received by the Council.
  - i. **Horsham District Council**
    - a) Email dated 10<sup>th</sup> September 2018, from Greg Charman, providing details of a new Police intelligence reporting form.
  - ii. **West Sussex County Council**
    - a) Email dated 10<sup>th</sup> September 2018, from CS Talk With Us, advising the deadline to begin fundraising for the Round Two funding window is 8<sup>th</sup> Oct 2018 (WBN 1009/18).
    - b) Email dated 17<sup>th</sup> September 2018, from Sara Piggott, advising that the requirements for resurfacing the Downlink at Copsale are currently being developed and when resources are secured it is hoped this section will be re-surfaced.

- c) Email dated 24<sup>th</sup> September 2018, from Deborah Urquhart, providing details of the of the new permit scheme for vans at Household Waste Recycling Sites (WBN 2409/18)
- iii. **General Correspondence**
- a) Letter from Petrina Mayson, AirS, inviting members to their AGM on 18<sup>th</sup> October 2018 (WBN 1009/18).
- b) Letter from David Gold, Royal Mail, providing details of how to report 'scam' mail.
- c) Email dated 7<sup>th</sup> September 2018, from Anna Beams, SSALC, providing a letter of clarification from Katy Bourne (WBN 0309/18).
- d) Email dated 23<sup>rd</sup> September 2018, from Beverley Bell, HALC, providing a copy of the agenda for the Annual Meeting of HDC & HALC (WBN 2409/18).
- iv. **Sussex Police**
- a) Email dated 10<sup>th</sup> September 2018, from [alert@neighbourhoodalert.co.uk](mailto:alert@neighbourhoodalert.co.uk), providing details of the new 'Rewind' campaign (WBN 1009/18).

## 7. DISTRICT AND COUNTY COUNCILLORS REPORTS

8. **PUBLIC FORUM** to receive and consider any items raised by members of the public present at the meeting. Members of the public will only be permitted to speak for two minutes. Once the public forum 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.

## 9. PLANNING MATTERS

### i. NEW APPLICATIONS

<b>DC/18/1796</b> 20/09/2018 <b>(Amended)</b>	<b>Replacement of existing windows with double glazed leaded units, installation of solar panels to the south facing pitch of the main house and to the south facing roof of the outbuilding. Alterations to landscaping around proposed extension and reshaping the pool to be suitable for a cover.</b> Hards Farm Cottage, Kerves Lane, Horsham
<b>DC/18/1928</b> 17/09/2018	<b>Replacement of existing flat roof dormer to pitched roof.</b> Greendrift, 3 Harriots Close, Nuthurst
<b>DC/18/1960</b> 21/09/2018	<b>Demolition of existing stableblock and erection of 6 bay equestrian stable block and haybarn.</b> Woodlands Farm, Broadwater Lane, Copsale
<b>DC/18/1990</b> 19/09/2018	<b>Proposed Loft Conversion (Certificate of Lawful Development - Proposed)</b> (PC not required to submit observations) Glebe Acre, Nuthurst Street, Nuthurst
<b>DC/18/1995</b> 19/09/2018	<b>Prior approval for the erection of a single storey rear larger home extension, which would project 5.6m from the rear elevation, comprising a maximum height of 3.4m and an eaves height of N/A.</b> (PC not required to submit observations) Glebe Acre, Nuthurst Street, Nuthurst
<b>DISC/18/0289</b> 19/09/2018	<b>Approval of details reserved by conditions 3 (Construction Method Statement), 4 (finished floor levels), 6 (service and excavations), 7 (Ecological Mitigation and Enhancement Plan), 8 (foul and surface water disposal), 9 (Surface Water drainage Statement), 12 (noise intrusion), 13 (contamination) and 15 (water usage) to approved application DC/16/1753 (8 dwellings with associated parking and amenity space).</b> (PC not required to submit observations) Land opposite the Dun Horse, Brighton Road, Mannings Heath

### ii. DECISIONS OF DEVELOPMENT CONTROL COMMITTEE (NORTH) PERMITTED

- DC/18/0549** - The Old Farmhouse, Nuthurst Street, Nuthurst
- DC/18/0550** - The Old Farmhouse, Nuthurst Street, Nuthurst (Listed Building Consent)
- DC/18/1421** - 17 Heath Close, Mannings Heath
- DC/18/1443** - Saddlers Farm, Greens Lane, Golding Lane, Mannings Heath
- DC/18/1527** - 1 Ryecroft Meadow, Mannings Heath
- DC/18/1581** - 3 Heath Close, Mannings Heath (fell 1 x Oak)
- DC/18/1660** - Harriots House, 1 Harriots Close, Nuthurst

### iii. PLANNING UPDATES

#### 10. PARISH PLAN

- i) To provide an update on 'Improving Green Spaces in the Parish'
- ii) To provide an update on 'Parish Walks'
- iii) To discuss arranging a Parish Council Picnic in 2019.

#### 11. LOCAL ASSOCIATION AND OTHER BODIES REPORTS

#### 12. FINANCE

- i) To approve the following items of expenditure: -

	Net £	VAT £	Totals £
<b><u>Accounts paid by Direct Debit/Standing Order</u></b>			
EDF Energy Street Lighting Energy (July)	156.81	7.84	164.65
Profitable Websites (August)	30.00		30.00
Clerks Office Allowance (3 <sup>rd</sup> September)	87.50		87.50
<b><u>Accounts paid at this meeting</u></b>			
<b>Mrs S Hall Expenses</b>			
Internet Access	17.99		17.99
Travel	83.25		83.25
Paper	4.00		4.00
Stationary	6.60		6.60
<b>Cllr V Court Expenses</b>			
Internet/Stationary	12.50		12.50
WSCC Sarah Hall Salary August 2018	1,269.52		1,269.52
SSALC Legal & Finance Day (12332)	100.00	20.00	120.00
Southwater PC SSE Maintenance (7925)	564.12	112.82	676.94
<b>Total Payments</b>	<b>£2,332.29</b>	<b>£140.66</b>	<b>£2,472.95</b>
<b><u>Receipts</u></b>			
Nat West Interest (August)	(1.17)		(1.17)
<b>Total Receipts</b>	<b>(£1.17)</b>		<b>(£1.17)</b>

- ii) To approve and sign the bank reconciliation for August 2018.
- iii) To approve the transfer of £2,000.00 from the Nat West Deposit account to the current account.
- v) To discuss the quotation from Net Com IT Solutions for a Laptop (GDPR) and replacement printer for the Clerk.
- vi) To discuss the quotation from Bartletts for a Level 3 Arboricultural Report on T34, T207 & T21 (FOC if ivy removed) £800.00 (excluding VAT) land adjacent to Church Road,
- vii) To discuss the Clerks CiLCA fees.

#### 13. MANNINGS HEATH VILLAGE GREEN

- i) To provide a monthly report of the play equipment.
- ii) To discuss the report from the MH Village Green Committee meeting 19<sup>th</sup> September 2018
- ii) To discuss Village Green matters.
- iii) To provide an update on the trees adjacent to the Village Green
- iv) To provide and update on Cricket Club issues.

#### 14. HIGHWAY MATTERS

#### 15. BROADBAND IN THE PARISH

#### 16. OPPORTUNITIES FOR PARISH COUNCILS TO SUPPORT HEALTH & WELLBEING

#### 17. VILLAGE GATEWAYS

- i) To provide an update on the potential locations for gateways in the hamlets.
- ii) To provide an update on the removal of the duplicate signage on the A281.

**18. GENERAL DATA PROTECTION REGULATION**

- i) Updated GDPR Policies.
- ii) GDPR Training (GDPR Info Ltd) 7<sup>th</sup> Nov 2018, commencing 7.00pm.

**19. UPDATED POLICIES & PROCEDURES**

**20. PARISH COUNCIL ASSET MAINTENANCE**

**21. COUNCILLOR TRAINING/SEMINARS**

**22. MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA**

THE NEXT FULL PARISH COUNCIL MEETING WILL BE ON WEDNESDAY 7<sup>th</sup> NOVEMBER 2018