

NUTHURST PARISH COUNCIL

Minutes of the Parish Council Meeting
held on Wednesday, 6th April 2016
St Andrews CofE School, Nuthurst
commencing at 8.00 p.m.

PRESENT: Mrs V Court (Chairman) Mr O Hydes (OBE)
Mrs J Chaytor Mr J Mercer
Mrs G Dixon (Vice Chairman) Mr T Nelson
Mrs L Duggleby
Mrs A Gaffney

Also in attendance were County Councillor B.R.A.D Watson, District Councillor T Bradnum and six members of the public.

0104/16 APOLOGIES FOR ABSENCE were received from Councillor F Boulter, Councillor D England and Councillor J McClean.

0204/16 DECLARATIONS OF INTEREST the Chairman and Councillor Dixon declared a Personal Interest in item 1304/16v.

0304/16 CHAIRMANS ANNOUNCEMENTS the Chairman made the following announcements;

- The next Full Parish Council meeting will be held on 4th May 2016.
- HDC's annual Civic Evening Song will be held on 19th June 2016.
- CAGNE's AGM will be held on 15th April 2016 at Warnham Village Hall.
- No one present intended to record the meeting.

0404/16 PUBLIC FORUM

Mr D Castle requested for the 30mph sign at Winterpick Corner, Winterpit Lane to be moved to the Parish boundary, this would encourage motorists to slow down earlier.

Mr M Jephcott advised that MOGRA were prepared to assist with the Parish Boundary Consultation when HDC review the Parish boundaries later this year.

Mr M Hoare advised that the reply received from the Chair of Governors had not finalised the matter of the school gates, WSCC dealt with highway issues and any planning/environmental matters needed to be taken up with HDC.

The Chairman commented that this was between HDC and the School Governors, it was not a Parish Council matter.

Mr R Webber advised that the open days for the Parish Community group have been postponed until the analysis of the responses has been completed. Mr R Webber also requested for the Parish Council to consider declaring the Parish as a 'Green Parish'.

Mr R Butcher spoke in relation to DC/16/0432, both the head office and tyre storage were being moved to Partridge Green, leaving a lot of vacant office and storage space. At present a condition on the storage unit means that only tyres can be stored and the site can only be used by Elite Garage.

The suggested repair/bodywork business would have a high visual impact, with vehicles waiting for repairs and insurance assessors. There was no room for additional parking and there were further environmental issues.

Mr R Butcher also commented on the present landscaping, cars parked on the entrance, large signs and litter all contributed to bad presentation of the site.

The Chairman advised that a request had been made for the application to go to committee, but this had not been verified.

0504/16 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING

The minutes of the Full Parish Council meeting held on 2nd March 2016 were approved as a correct record of the meeting after the following amendment was made:

1603/16 HIGHWAY ISSUES

- ii. To discuss WSCC reply to a request for a speed survey on the A281 at Monks Gate
The Clerk was also requested to ask for clarification on the speed data, on the A281 at Monks Gate.

The Chairman signed the minutes at the close of the meeting.

0604/16 TO RECEIVE THE REPORTS FROM THE SUB-COMMITTEES none

0704/16 TO ADOPT COMMITTEE AGREED REPORTS (PREVIOUSLY CIRCULATED)

The report from the Planning Committee meeting held on 16th March 2016 was adopted by the Parish Council.

0804/16 MATTERS ARISING FROM THE MINUTES

- i. **FULL PARISH COUNCIL MEETING** included on 6th April 2016 agenda.
- ii. **PLANNING COMMITTEE MEETING** a reply has been received from the Secretariat for the Forestry Commission re the Restocking Order.
- iii. **ANNUAL PARISH MEETING** request for 'Not Suitable for HGV' signs in Sedgwick Lane.

0904/16 CORRESPONDENCE

- i. **Horsham District Council**
- ii. **West Sussex County Council.**
- iii. **General Correspondence**
 - (a) Email dated 21st March 2016, Rowena Tyler, AirS, providing details of the Good Neighbourhood Scheme.
 - (b) Email dated 31st March 2016, from CAGNE, providing details of their APM on Friday 15th April 2016, in Warnham Village Hall, commencing at 7.30pm.
 - (c) Email dated 30th March 2016, from Peter Kocen, UK Power Networks, providing details of the UK Power Network Priority Service Register & energy efficiency advice leaflet.
- v. **Sussex Police**
 - (a) Email dated 30th March 2016, from Maxine Mears, HDC, providing details of the Police & Crime Commissioner Elections on 5th May 2016.

1004/16 DISTRICT AND COUNTY COUNCILLORS REPORTS

County Councillor B.R.A.D Watson advised that WSCC were intending to get on with the highway repairs, at the same time issuing comment about hedges on paths to landowners, if an overgrown hedgerow is causing a safety issue it can still be cut back in the nesting season. WSCC have re-instated the Operation Watershed grant.

The County Councillor was asked if there was anything WSCC could do about the state of the footpath from Sedgwick Lane to Newells Lane, in places the surface dressing had eroded and the condition of the path was very poor, also, whose responsibility was it to clear fallen trees from the highway?

County Councillor B.R.A.D Watson replied that the additional Government Funding for roads and footpath repairs was for the whole of the country, not just WSCC, and it was the land owner's responsibility to clear fallen trees/debris, if the tree/debris is obstructing the highway WSCC will clear.

District Councillor Toni Bradnum advised that HDC were promoting the new dog microchipping law, Sunday and Bank Holiday parking fees have been introduced, HDC have won an award for Sustainable Disposal for the disposal of the furniture when they moved office and are looking at suggestions for the Shelley Fountain.

Cisswood House lost their planning appeal and developers are meeting with Lower Beeding Parish Council to discuss further development behind Trinity Fields.

The District Councillor encouraged those present to attend CAGNE's AGM and advised that Councillor Mitchell had been nominated as Leader of the Council for the ensuing year.

1104/16 PLANNING MATTERS

i. NEW APPLICATIONS

<p>DC/16/0432 14/03/2016 RESOLVED</p>	<p>Change of use of tyre storage building to accommodate car repairs. Elite Garage, Brighton Road, Mannings Heath Nuthurst Parish Council strongly objects to this application for the following reasons:</p> <ol style="list-style-type: none"> 1. Plan KP 1 is highly inaccurate <ul style="list-style-type: none"> • 23 more parking spaces are shown on the plan than actually exist • It does not show a large shed (associated with the car wash facility) at the rear of the "tyre store". Instead it shows trees (these trees may be a condition of the previous planning consent for the tyre store). 2. The Plan KP 1 does not highlight the change of use <ul style="list-style-type: none"> • That is from a store to an industrial unit for car repairs (AE Carcraft undertake body repairs to damaged/crashed cars/vans including repainting). This industrial unit with lots of damaged cars littering the site is totally inappropriate at this location as it will exacerbate the already untidy highly visible site at the entrance to Mannings Heath village. 3. The Plan KP 1 does not show how the "tyre store" space will be used <ul style="list-style-type: none"> • It shows 14 car spaces inside the "store". • It does not show where: <ul style="list-style-type: none"> ○ Spare body parts and paint will be stored ○ Curing and drying ovens will be located ○ Paint spraying booths and associated extractors will be located ○ Effluent will be collected and dealt with ○ Equipment (ramps, pits, sanding bays etc) for car repairs will be located ○ Office space will be ○ Discarded body parts and other rubbish will be stored 4. The agents arithmetic is highly questionable <ul style="list-style-type: none"> • Projected number of cars and employees <ul style="list-style-type: none"> ○ Currently 20 cars/week with 5 FT and 1 PT employees ○ Projected 30 cars/week with 6 FT and 1 PT employees ○ A 50% increase in business with about a 15% increase in staff!!! • Parking to be provided for 12 cars outside with 14 spaces shown in the building ie 26 <ul style="list-style-type: none"> ○ Of these 7 parking spaces would be occupied by employees leaving 19 spaces ○ Therefore 11 spaces short of the projected 30 cars. • Note: there are already continual breaches of the parking condition that there should be no parking at the front of the Elite Garage site associated with previous approval for the "tyre store". The proposed car repair business would make these breaches even worse because there is inadequate parking provided. 5. Inadequate consideration of safety of multi-use site
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	<ul style="list-style-type: none"> • Entry to and exit from site is currently used by 5 other types of users: vehicles of residents of 4 flats, and by users of petrol station, car tyre/exhaust/repair/MOT business, shop and car wash. • Agent says that there will be a substantial reduction in traffic movements compared with tyre storage operation. Yet agents makes provision for 30 cars to be repaired each week. Then there will be car movements dropping people off to pick up repaired cars and making enquiries/getting quotes and breakdown lorries delivering damaged vehicles. • Thus there will be an unacceptable increased flow of traffic onto the very busy A281. <p>6. Environment</p> <ul style="list-style-type: none"> • Agent says “this can only be of benefit to the immediate environment”. In fact there will be a deterioration in the environment for the following reasons: <ul style="list-style-type: none"> ○ Higher traffic flow ○ Unsightly damaged cars ○ Fumes and effluent from paint spraying operations ○ Fumes/dust from rubbing down metal • The new business will want advertising signage – there are already too many signage boards, notices and other advertising material – more signage will create additional safety hazard when exiting the site onto the A281. • Note: Some screening trees have already been removed for the large shed associated with the car wash (possible contravention of previous planning condition). <p>7. Future concerns</p> <ul style="list-style-type: none"> • Probable pressure for application for new entrance/exit which would involve removal of screening trees that were a condition of the previous planning permission for the tyre store. A new entrance/exit onto busy A281 would be an additional safety hazard. • Possible application to remove trees from front and side of tyre store to create the additional car parking spaces as not sufficient are provided for the increased business. • What will happen to the office space above the existing workshop and MOT bays when the Head Office relocates to Partridge Green?
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ii. **DECISIONS OF DEVELOPMENT CONTROL COMMITTEE (NORTH)**
PERMITTED - DC/15/2864, DC/16/0022, DC/16/0032, DC/16/0045, DC/16/0062, DC/16/0092, DC/16/0109, DC/16/0188 & DC/16/0215.

REFUSED none

iii. **APPEAL DISMISSED** - DC/14/2658.

v. **APPEAL LODGED** - DC/15/2719.

iv. **PLANNING UPDATES**

(a) **Strategic Housing and Economic Land Availability Assessment (SHELAA) call for sites 2016**

Unless the landowner requests for a site to be removed it will remain in the SHELAA, even it is unlikely to be developed. The Parish Council will be notified of the sites after the submission deadline and will be included in the consultation process. The Parish Council will submit a list of all the errors in the 2015 SHELAA and ask for these to be updated in the 2016 SHELAA.

(b) **Monitoring the Neighbourhood Plan**

A start will be made preparing the Parish Design Statement after the Annual Meeting of the Parish Council in May 2016.

(c) **Tree Preservation Order – Former Swallowfield Nursery**

A TPO has been issued for a tree along the access drive to Swallowfield Nursery.

The Secretariat for the Forestry Commission has replied and advised that they are aware that the appeals for the land north of Monks Gate have been dismissed and are taking action, the Parish Council will be informed when the appeal against the restocking order goes to committee.

The Clerk was requested to thank the Secretariat for the Forestry Commission for the reply and ask if the Parish Council could be given the opportunity to address the committee.

1204/16 LOCAL ASSOCIATION AND OTHER BODIES REPORTS none.

1304/16 FINANCE

i. To approve the following items of expenditure: -

	Net £	VAT £	Totals £
<u>Accounts paid by Direct Debit</u>			
EDF Energy Street Lighting Energy	150.18	7.51	157.69
<u>Accounts paid at this meeting</u>			
Mrs S Hall Expenses			
Internet Access	17.99		17.99
Travel	31.50		31.50
Postage	2.54		2.54
Paying Funds into Santander	10.00		10.00
Car Parking	2.40		2.40
Mrs V Court (Expenses March 2016)			
Internet/Stationary	10.00		10.00
Clerks Salary February 2016	738.13		738.13
Clerks Salary March 2016	738.13		738.13
SSALC (SSALC/NALC Subscriptions 2016/17)	552.33		552.33
SSE Contracting (Gaggle Wood)	102.34	20.47	122.81
Sarah Hall (Clerks Office Allowance)	87.50		87.50
<u>Accounts Paid between meetings</u>			
Sovereign Design (Wetpour Deposit)	893.34	178.67	1,072.01
Sovereign Design (Wetpour Commencement)	1,340.01	268.00	1,608.01
Total	£4,676.39	£474.65	£5,151.04

RESOLVED for payment of the above accounts to be made.

- i. To approve the transfer of £5,000.00 from the Nat West deposit account to the Nat West current account – **approved.**
- ii. To approve/sign the bank reconciliations for February 2016 – **approved & signed.**
- iii. To note the weekly Dog Bin emptying charge is being covered by HDC grant (£366.60 per annum) – **noted.**
- v. To discuss the Parish Council upgrading the Village Hall Subscriptions.
The Chairman and Councillor Dixon left the room at 9.00pm
RESOLVED for the Parish Council to pay all the annual Village Hall subscription for Mannings Heath Village Hall and Copsale Hall for the ensuing year.
The Chairman and Councillor Dixon returned to the meeting at 9.01pm
- iv. To discuss the quotation from Sott Co Ltd for a cast sign to commemorate the restoration of the finger posts for the Queens Diamond Jubilee (£157.93 plus carriage).
RESOLVED to accept the quotation, order the commemorative plaques and request the section S106 monies from HDC upon installation.
- vi. To note Nat West will continue to offer free banking for community organisations with a turnover of less than £100,000.00 – **noted.**

1404/16 MANNINGS HEATH VILLAGE GREEN

The Cricket Club have forwarded the details of their fixtures for the season, a copy of the Risk Assessment and Public Liability Insurance Policy and will be carrying out the repairs to the pavilion roof at the weekend.

The Chairman continues to inspect the children's play area and proposed that the play equipment be painted when the wet pour is replaced.

1504/16 HIGHWAY MATTERS

The number of potholes continues to increase and WSCC have not replied to the Clerks requests for updates on Nuthurst Road, Sedgwick Lane and a number of other highway issues.

WSCC have advised that they no longer carry out speed surveys on request and have provided the details of companies who can carry out the surveys at a cost to the Parish Council.

1604/16 OPERATION WATERSHED

WSCC have re-instated the Operation Watershed grant, although many areas flood in the Parish the flooding in Sedgwick Lane is the most severe. A report on the flooding and Land Builds recommendations were included in the 2014 Operation Watershed grant.

RESOLVED to request for Land Build to provide a quotation on the recommendations from the report on Sedgwick Lane and for the Clerk to submit an Operation Watershed grant application to WSCC.

There was a request for the flooding in Monks Gate to be considered for any future Operation Watershed grant application.

1704/16 NUTHURST PARISH BOUNDARY

HDC's Legal Department will be dealing with the District Boundary Review, the Chairman will chase up the department re the procedure and time frame of the review.

1804/16 ST ANDREWS SCHOOL

i. Request for 20mph Speed Limit outside the school

On the recommendation of Clare Faulkner, WSCC SRTS Team, the Clerks has written to the Highways Department requesting for a 20mph speed limit outside the school to be considered.

ii. Proposed Permanent TRO, Harriotts Close, Nuthurst

The consultation closes on 18th April 2016.

iii. School Gates

The issues concerning the school gates are not a Parish Council matter and should be taken up with the School Governors and HDC Panning.

1904/16 COUNCILLOR TRAINING/SEMINARS

Details have been circulated to the Councillors.

2004/16 UPDATING POLICIES

The following policies were updated in bulk:

- Code of Members Conduct
- Code of Employees Conduct
- Complaints Procedure
- Procedures (Clerk)
- Standing Orders

2104/16 TREE WARDEN SCHEME

RESOLVED for Councillor J Chaytor to join the Tree Warden Scheme, the Clerk will advise WSCC accordingly.

2204/16 FINGERPOSTS

The fingerpost opposite Park Lane, Maplehurst is the final post which needs to be restored, Heritage Finger Posts have advised that this should be done by the end of April 2016.

2304/16 MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA.

The Annual Meeting of the Parish Council will be held on 4th May 2016 and the Chairman asked the Councillors to consider the committees they would like to stand on.

The meeting closed at 9.26pm