

# NUTHURST PARISH COUNCIL

**Clerk to the Council**  
Mrs Sarah Hall

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26<sup>th</sup> July 2017

Dear Councillor,

## **NUTHURST PARISH COUNCIL MEETING**

Wednesday 2<sup>nd</sup> August 2017 commencing at **8.00pm**.  
St Andrews CofE Primary School, Nuthurst Street, Nuthurst

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

## **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. CHAIRMANS ANNOUNCEMENT** (recording of meetings).
- 4. APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING** - to approve as a true and correct record the minutes of the Full Parish Council meeting held on 5<sup>th</sup> July 2017.
- 5. TO RECEIVE REPORTS FROM THE SUB-COMMITTEES** – Roads & Footpath Committee Meeting 19<sup>th</sup> July 2017.
- 6. TO ADOPT COMMITTEE AGREED MINUTES (PREVIOUSLY CIRCULATED)** – Roads & Footpath Committee Meeting 21<sup>st</sup> June 2017 and Planning Committee Meeting 19<sup>th</sup> July 2017.
- 7. CORRESPONDENCE** – to receive and discuss correspondence received by Council.
  - i. Horsham District Council**
    - a) Email 26<sup>th</sup> July 2017, from Lisa Brace, providing details of the Horsham District Year of Culture 2019 (Weekly Briefing Note 2407/17).

- ii. **West Sussex County Council**
  - a) Email dated 11th July 2017, from Nigel Bird, Countryside Access Ranger, advising that he has requested a professional inspection of the bridge footings, on footpath 1815, to assess its suitability for a replacement structure.
  - b) Email dated 11<sup>th</sup> July 2017, from James Ironside, providing the details of a survey to gain residents views on the proposed changes to the way WSCC deliver adult social care (Weekly Briefing Note 1007/17)
- iii. **General Correspondence**
  - a) Email dated 18<sup>th</sup> July 2017, from Sue Rabbett, HAMSVA, providing the details of the GP Services Extended Access Survey 2017 (Weekly Briefing Note 1707/17).
  - b) Email dated 23<sup>rd</sup> July 2017, from Beverley Bell, HALC Secretary, providing copies of the HALC minutes 12/07/17, Chris Starks presentation, SSALC Training Programme and a Hospital Flyer (Weekly Briefing Note 2407/17).
  - c) Email dated 25<sup>th</sup> July 2017, from [Horshamblueprint@gmail.com](mailto:Horshamblueprint@gmail.com), inviting Councillors to the Horsham Blueprint Neighbourhood Forum AGM on 14<sup>th</sup> August 2017 (Weekly Briefing Note 2407/17).
  - d) Email dated 26<sup>th</sup> July 2017, from Liz Leggo, SSALC, providing updated information on the Horsham & Mid Sussex CCG (Weekly Briefing Note 2407/17)
- iv. **Sussex Police**  
All correspondence included on Weekly Briefing Notes.

## 8. DISTRICT AND COUNTY COUNCILLORS REPORTS

9. **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.

## 10. PLANNING MATTERS

### i.

|                                   |  |
|-----------------------------------|--|
| <b>DC/17/1383</b><br>19/07/2017   | Surgery 1 x Oak<br><b>24 Whytings, Mannings Heath</b>  |
| <b>DC/17/1440</b><br>19/07/2017   | <b>Proposed change of use from detached residential outbuilding to holiday chalet (Sui Generis)</b><br>Barn, Harriots Hill Cottage, Nuthurst Street, Nuthurst  |
| <b>DC/17/1516</b><br>17/07/2017   | <b>Variation to condition 1 of previously approved application DC/16/2597... Proposed alterations to approved positioning, elevations, floor and roof.</b><br>Mannings Heath Golf Club, Hammerpond Road, Mannings Heath                      |
| <b>DC/17/1540</b><br>18/07/2017   | <b>Proposed erection of single storey rear extension and installation of pitched roof over approved first floor flat roof extension. (Amendments to previously approved application DC/16/1083)</b><br>Hollands, Church Road, Mannings Heath |
| <b>DC/17/1541</b><br>18/07/2017   | <b>Proposed erection of single storey side extension and first floor front extension over existing garage.</b><br>Fairings, Brighton Road, Mannings Heath  |
| <b>DC/17/1565</b><br>19/07/2017   | <b>Non-compliance with condition 8 (Agricultural Occupancy Condition) to previously approved application N/32/69 (Lawful Development Certificate - Existing)</b><br>New Brook Farm, Nuthurst Road, Nuthurst                                  |
| <b>DC/17/1567</b><br>18/07/2017   | <b>Erection of single storey side and rear extensions with part pitched part flat roof, x 3 rooflights to side elevation and 1 x skylight to rear flat roof</b><br>4 Gaggles Wood, Mannings Heath  |
| <b>DISC/17/0281</b><br>18/07/2017 | <b>Approval of details reserved by conditions 5, 7, 8, 10, 16, 17, 18, 20, 22, 25 on DC/15/1946</b><br>Land parcel at 520237 127508 Nuthurst Road, Monks Gate  |

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

DC/16/0383 – Elite Garage, Brighton Road, Mannings Heath

DC/17/1139 – 22 Gaggles Wood, Mannings Heath

**APPLICATION WITHDRAWN**

WSCC/062/16/NH - Former Wealden Brickworks, Langhurst Road, Horsham

iii. **PLANNING UPDATES**

11. **IMPROVING GREEN SPACES IN THE PARISH**

12. **LOCAL ASSOCIATION AND OTHER BODIES REPORTS**

13. **FINANCE**

i. To approve the following items of expenditure: -

|   | <b>Net<br/>£</b> | <b>VAT<br/>£</b> | <b>Totals<br/>£</b> |
|---|------------------|------------------|---------------------|
| <b><u>Accounts paid by Direct Debit</u></b>         |                  |                  |                     |
| EDF Energy Street Lighting Energy (May)             | 156.81           | 7.84             | 164.65              |
| Profitable Websites (August)                        | 30.00            |                  | 30.00               |
| <b><u>Accounts paid at this meeting</u></b>         |                  |                  |                     |
| Mrs S Hall Expenses                                 |                  |                  |                     |
| Internet Access                                     | 17.99            |                  | 17.99               |
| Travel  | 81.45            |                  | 81.45               |
| Postage   | 6.72             |                  | 6.72                |
| Paper/Folders & Dividers                            | 14.55            |                  | 14.55               |
| Wickstead Swing Seat                                | 50.50            | 10.10            | 60.60               |
| Mrs V Court   |                  |                  |                     |
| Internet/Stationary                                 | 12.50            |                  | 12.50               |
| Travel  | 21.60            |                  | 21.60               |
| WSCC Sarah Hall Salary June 2017                    | 975.86           |                  | 975.86              |
| SSALC (Legal & Finance Day)                         | 180.00           | 36.00            | 216.00              |
| SSALC (Social Media Workshop)                       | 55.00            | 11.00            | 66.00               |
| Clarity Copies (inv 37717)                          | 81.55            | 16.31            | 97.86               |
| HDC Play Inspection Course (inv 6352723)            | 180.00           |                  | 180.00              |
| Action in Rural Sussex (inv 383)                    | 50.00            |                  | 50.00               |
| Hirst Signs (inv 35341 Village Gateways)            | 497.50           | 99.50            | 597.00              |
| Old Mutual Wealth (Clerks Ring Fenced Pension)      | 1,521.00         |                  | 1,521.00            |
| Old Mutual Wealth (Clerks Pension 2017/2018)        | 280.00           |                  | 280.00              |
| James King Landscapes (Repairing Gaggles Wood Wall) | 180.00           |                  | 180.00              |
| <b>Total Payments</b>                               | <b>£4,393.03</b> | <b>£180.75</b>   | <b>£4,573.78</b>    |
| <b><u>Receipts</u></b>                              |                  |                  |                     |
| Nat West Interest (June 2017)                       | (0.28)           |                  | (0.28)              |
| <b>Total Receipts</b>                               | <b>(£ 0.28)</b>  |                  | <b>(£ 0.28)</b>     |

i). To approve and sign the bank reconciliations for June 2017.

ii) To approve the transfer of £4,000.00 from the Nat West Savings account into the Current Account.

iii) To discuss the cost for advertising in the Link Magazine.

iv) To discuss the quotation from Bartletts for removing the dead wood from the Chestnuts £550.00 (excl VAT).

14. **MANNINGS HEATH VILLAGE GREEN**

i) To discuss Village Green matters.

ii) To provide and update on Cricket Club issues.

15. **HIGHWAY MATTERS**

To discuss highway issues.

- 16. VILLAGE GATEWAYS**  
To provide an update on the installation of the Village Gateways.
- 17. BROADBAND IN THE PARISH**  
To provide an update on Broadband in the Parish.
- 18. OPPORTUNITIES FOR PARISH & TOWN COUNCILS TO SUPPORT HEALTH & WELLBEING**  
To discuss the opportunities for supporting Health and Wellbeing.
- 19. NOTICE OF VACANCY IN THE OFFICE OF PARISH COUNCILLOR**  
To provide an update on the Parish Councillor Vacancy.
- 20. ST ANDREWS SCHOOL**
- 21. WINTER MANAGEMENT PLAN**
- 22. PRESS POLICY REPLACEMENT NOTICEBOARD**  
To discuss adopting the updated Press Policy
- 23. ASSET REGISTER**  
To discuss the updated Asset Register and remedial works required.
- 24. CLERKS UPDATED CONTRACT OF EMPLOYMENT**  
To discuss the Clerks updated Contract of Employment.
- 25. COUNCILLOR EMAIL ADDRESSES**  
To discuss the introduction of Councillor email addresses.
- 26. COUNCILLOR TRAINING/SEMINARS**  
To provide an update on Training events.
- 27. MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA**

THE NEXT FULL PARISH COUNCIL MEETING WILL BE ON WEDNESDAY 4<sup>th</sup> SEPTEMBER 2017