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0705/18 PLANNING APPLICATION CONSULTATIONS

- i. **Mannings Heath** (Councillors V Court, Councillor F Boulter and Councillor O Hydes).
- ii. **Maplehurst** (Councillor J McClean and Councillor S Turner).
- iii. **Monks Gate** (Councillor A Gaffney, Councillor J Mercer and Councillor T Nelson).
- iv. **Nuthurst** (Councillor J Chaytor, Councillor A Gaffney and Councillor J McClean).
- v. **Copsale** (Councillor S Turner, Councillor G Dixon and Councillor J Assassi).
- vi. **Sedgwick** (Councillor G Dixon and Councillor J Assassi).

0800/18 INSPECTION OF PLAY GROUND EQUIPMENT

To appoint Councillor V Court as the playground equipment inspector for the ensuing year.

0908/18 PARISH TREE WARDENS

To appoint Mrs P Bullen and Councillor J Chaytor, assisted by Mr P Bullen, as the Parish Tree Wardens for the ensuing year.

1005/18 TRAINING OFFICER

To appoint Councillor O Hydes as the Training Officer for the ensuing year.

1105/18 HEALTH & SAFETY OFFICER

To appoint the Clerk as the Health & Safety Officer for the ensuing year.

1205/18 CHAIRMANS ANNOUNCEMENT

The Chairman advised that the meeting was a 'meeting in public' not a 'public meeting' and that the meeting would be recorded, when the minutes were approved as a 'true record' the recording would be deleted.

1305/18 APPROVAL OF THE MINUTES OF THE FULL PARISH COUNCIL MEETING

The minutes of the Full Parish Council meeting on 4th April 2018 were approved as a true and correct record, the Chairman signed the minutes at the close of the meeting.

1405/18 TO RECEIVE REPORTS FROM THE SUB-COMMITTEES none.

1505/18 TO ADOPT COMMITTEE AGREED MINUTES

The minutes from the Planning Committee meetings held on 18th April and 26th April 2018 were approved as a true and correct record of the meetings, the Chairman signed the minutes at the close of the meeting.

1605/18 CORRESPONDENCE

- i. **Horsham District Council**
 - (a) Email dated 5th April 2018, from Strategic Planning, providing details on the 'Local Plan Review Issues & Options - Employment, Tourism and Sustainable Rural Development April 2018. Closing date 25th May 2018.
 - (b) Email dated 17th April 2018, from Greg Charman, providing details of the UK Men's Shed Community Engagement Training Session.
- ii. **West Sussex County Council**
 - (a) Email dated 16th April 2018, providing details of the Bus Strategy Consultation, closing date 6th June 2018.
Councillor A Gaffney read the consultation documents, the Clerk will submit the Parish Councils response.
 - (b) Email dated 24th April 2018, from Monique Smart, providing details of the West Sussex Crowd Funding events.
- iii. **General Correspondence**
 - (a) Email dated 11th April 2018, from the Velo South Route Team, providing details of the proposed route the event will travel through the Parish.
Details of the route and times of the road closures have been included on the Parish Councils website.

- (b) Email dated 17th April 2018, from Anna Beams, SALC, providing details of the West Sussex Fire & Rescue Integrated Risk Management Plan consultation. Closes 28th May 2018.
The Clerk will submit the Parish Councils response.
 - (c) Email dated 20th April 2018, from Lesley Wilson, CPRE Sussex, providing details of National Planning Policy Framework consultation, specifically chapter 2 'Achieving Sustainable Development'. Closes 10th May 2018.
The Clerk will submit the Parish Councils response.
 - (d) Email dated 21st April 2018, from Beverley Bell, HALC, providing details of the Horsham Dementia Friendly Communities meeting 8th May 2018.
The Chairman will be representing SSALC at the event.
 - (e) Email dated 25th April 2018, from Liz Leggo, SSALC, providing details of the 'Action For Deafness' charity.
 - (f) Email dated 26th April 2018, from Eileen le Rossignol, asking if Nuthurst Cricket Club in conjunction with the Parish Millennium Group could run an event on the 18th August 2018 on the Village Green.
Approved by the Members, the Clerk will issue a licence upon receipt of the Risk Assessment and £10mill Public Liability Insurance policy.
- iv. **Sussex Police**
- (a) Email dated 23rd April 2018, from Anna Beams, SALC, providing details of the National Rural Crime survey 2018.

1705/18 DISTRICT AND COUNTY COUNCILLORS REPORTS

County Councillor Nigel Jupp advised that West Sussex County Council had received an additional £1.8 million from the Government to assist with road repairs. The funds would be used for an additional gang, however, with over 2500 miles of roads in the county priority would continue to be given to the main roads.

The new WSCC crowdfunding initiative gives people the opportunity to run crowdfunding campaigns for local projects across West Sussex. There is a Community Workshop in Horsham on Thursday 17th May 2018.

The next County Local Committee (CLC) will be held on 25th June 2018.

The Bus Strategy consultation closes on 6th June 2018, the County Councillor is on the task group and the 'What Matters to You' survey closes on 16th July, both are available on WSCC website.

The County Councillor advised that he was aware that the repairs to some pot holes were very poor, however, there is no structure to many of the roads in the county and much of the damage is caused by the increased size and weight of vehicles.

There is still an issue with vehicles parking on the verges on the A281. One resident has replied to the letters written by the Parish Council and the County Councillor will look into the matter further.

1805/18 PUBLIC FORUM

A Mannings Heath resident asked if the Parish Council were doing anything to provide more facilities for the youth in the village? Since the Neighbourhood Plan Youth Survey there had been no further developments, would consideration be given to the possible installation of goals, a skate ramp, outdoor gym or basket-ball hoop? There were also concerns about the reaction to youths using the village green from residence of neighbouring properties.

The Chairman advised that the comments were noted and if the Clerk could be provided with a 'wish list' the matters would be discussed further at a future meeting of the Village Green committee. The Bylaws were instigated by HDC in 1979 and sanctioned by the Secretary of State in 1982.

1905/18 PLANNING MATTERS

i. NEW APPLICATIONS

<p>DC/18/0752 20/04/2018</p> <p>RESOLVED</p>	<p>Demolition of existing detached garage and erection of a two-storey side extension with dormer windows and garage. Quarries Cottage, Winterpit Lane, Mannings Heath</p> <p>To object to this application for the following reasons:</p> <ul style="list-style-type: none"> • Over intensification of site • Proposed extension not in keeping with the existing property • Protection of tree roots not mentioned • The Parish Council would prefer to see a smaller extension on the site
<p>DC/18/0825 20/04/2018</p> <p>RESOLVED</p>	<p>Demolition of existing garage and erection of replacement two bay garage including ground floor ancillary living space. 2 New Cottages, Copsale Road, Maplehurst</p> <p>To raise no objection to the application.</p>
<p>DC/18/0846 25/04/2018</p> <p>RESOLVED</p>	<p>Erection of two detached dwellings including associated landscaping, amenity space, garages and parking with widening of existing access off Nuthurst Street. Land north of Keatings, Nuthurst Street, Nuthurst</p> <p>The Parish Council notes that the application site includes part of the garden of the adjacent property, Hollyhocks, as well as part of the garden of Keatings.</p> <p>The Parish Council strongly objects to this application on the following grounds:</p> <p>1. A previous application for 4 houses (DC/16/1885) on this site was refused planning permission by HDC on 13 January 2017. The reasons for refusal of that application apply equally to this current application. In summary:</p> <ol style="list-style-type: none"> 1. Outside a BUAB, not allocated for development in the HDPF or in the “made Nuthurst Neighbourhood Plan, inconsistent with the overarching strategy within the HDPF and contrary to policies 1, 2, 3, 4, 26 and 40 of the HDPF. 2. Rural location, outside limits of existing settlement, not essential to a countryside location and contrary to policies 1, 2, 3, 4 and 26 of the HDPF and para 55 of the NPPF. 3. Represents a contrived, cramped overdevelopment of the site, introduces urban features in a rural locality, detrimental to the rural character and appearance of the area and contrary to policies 25, 26, 32 and 33 of the HDPF and para 64 of the NPPF. 4. Harms the setting of the Grade II listed building, Keatings, contrary to policy 34 of the HDPF and section 12 of the NPPF. 5. Potentially detrimental impact on trees, future pressure for pruning and felling which would detract from amenity value and character of the area contrary to policies 25 and 26 of the HDPF. <p>2. Furthermore the site is outside the draft settlement boundary proposed for Nuthurst in the recent draft “HDC Local Plan Review” and therefore is not appropriate for development. The form of development proposed of two houses off a single access drive, would appear incongruous in this setting and out of character with other nearby houses in Nuthurst</p> <p>3. The National Planning Policy Framework (NPPF) does not support development in residential gardens:</p> <ol style="list-style-type: none"> a. Paragraph 48 of the NPPF states “<i>Local planning authorities may make allowance for windfall sites and (these) should not include residential gardens</i>”. b. Paragraph 53 of the NPPF states “<i>Local planning authorities should resist inappropriate development of residential gardens</i>”. <p>4. The site cannot be claimed to be a “windfall site”. The NPPF defines “windfall sites” as “<i>Sites which have not been specifically identified as available in the Local Plan process. They normally comprise previously-</i></p>

	<p><i>developed sites that have unexpectedly become available.</i>" This site is NOT identified in the Local Plan process and is NOT a previously developed site.</p> <p>5. During the consultations on the Nuthurst Neighbourhood Plan, residents said they wanted some small, more affordable housing. The "made" Neighbourhood Plan delivers approximately 50 new homes in line with what residents' wanted. This proposed development of two detached houses does not deliver what residents' wanted and furthermore, is not required in the Parish.</p> <p>6. The small garage in the garden of Keatings situated next to the proposed entrance drive, is not in the ownership of the applicant. It belongs to Chapel House and therefore access and ownership is an issue.</p> <p>7. Flooding is already an issue at Chapel House and this proposed development could cause further problems with flooding.</p>
DC/18/0863 25/04/2018 RESOLVED	Erection of side extension to existing detached garage. Harriots House, 1 Harriots Close, Nuthurst To raise no objection to the application.

ii. **DECISIONS OF DEVELOPMENT CONTROL COMMITTEE (NORTH)** none.

iii. **PLANNING UPDATES**

National Planning Policy Framework Consultation

RESOLVED for the Clerk to submit the Parish Councils response by 10th May 2018.

Horsham District Planning Framework Consultation

Councillor J Mercer to discuss with MOGRA prior to the Parish Council submitting their response, consultation closes 25th May 2018.

2005/18 LOCAL ASSOCIATION AND OTHER BODIES REPORTS

The Chairman attended a HALC meeting, there was a presentation on the Velo South Cycle event and details of the road closures on 23rd September 2018 are included on the Parish Councils website. First Aiders, Marshalls and Fire Engines will be strategically placed and any potholes on the route will be repaired.

The Chairman also attended SSALC and WSALC meetings. At WSALC there was a presentation on the West Sussex Fire and Rescue Service Risk Management consultation and a proposal for WSALC to engage Lyndsay Frost to prepare an in-depth report on how Councils manage planning. The report and a training passport would be included in the New Councillor packs.

The Chairman and Vice Chairman also attended MHAG AGM.

2105/18 FINANCE

i. To approve the following items of expenditure: -

	Net £	VAT £	Totals £
<u>Accounts paid by Direct Debit</u>			
EDF Energy Street Lighting Energy (Feb)	153.77	7.69	161.46
Profitable Websites (April)	30.00		30.00
<u>Accounts paid at this meeting</u>			
Mrs S Hall Expenses			
Internet Access	17.99		17.99
Travel	43.20		43.20
Postage	6.96		6.96
Stationary	7.75		7.75
Currys (ICloud Backup)	40.00		40.00
Mrs V Court Expenses			
Internet/Stationary	12.50		12.50
WSCC (inv 8001290909 Clerks Salary March)	975.86		975.86
Zurich Municipal Insurance (inv 31217848)	1,226.62		1,226.62
HALC (Annual Subscriptions)	15.00		15.00
Profitable Websites (inv 4070)	75.00		75.00
Clarity Copiers (inv 400064)	134.09	26.82	160.91
WSALC (inv 788 Annual Subscriptions)	582.06		582.06
Action in Rural Sussex (inv 539 2018/19 Membership)	50.00		50.00

SSE Enterprise (inv 823895 Golding Lane)	232.65	46.53	279.18
2018/2019 Grants			
Nuthurst Parochial Church Council	400.00		400.00
Nuthurst Cricket Club	800.00		800.00
The Link Magazine	250.00		250.00
St Andrews School Governors	300.00		300.00
CPAD (Replacement Batteries)	250.00		250.00
AGE UK Horsham District	300.00		300.00
Paid Between Meetings			
Muddy Boots (inv 1518 Bus Shelter/Swings/Tree)	259.64		259.64
Nuthurst Society (Replace window pane 50%)	30.00		30.00
Total	£ 6,193.09	£81.04	£6,274.13
Receipts			
Nat West Interest (March 2018)	(1.15)		(1.15)
Total Receipts	(£ 1.15)		(£ 1.15)

- i. To approve the transfer of £6,500.00 from the Nat West deposit account to the Nat West current account - **Approved.**
- ii. To approve and sign the bank reconciliations for March 2018 - **Approved.**
- iii. To approve and sign the quarterly figures for period ending 31st March 2018 - **Approved.**
- iv. To note the VAT Reclaim, £3,831.90, for year ending 31st March 2018 - **Noted.**
- v. To note HDC have advised the 1st instalment of the 2018/19 Precept, £20,250.00, will be credited to the Parish Councils bank account on 25th April 2018 - **Noted.**
- vi. To discuss the Parish Council paying the Village Hall AirS subscriptions for 2018/ 2019 (£144.00 per hall) - **Approved.**
- vii. To note the Section 137 expenditure limit for 2018/2019 of £7.86 per elector - **Noted.**
- viii. To note the NALC pay scale for the Clerk has increased to £11.275 (SCP 23) per hour (annual increase £288.33 per annum) - **Noted.**
- xiv. **RESOLVED** to approve the monthly Standing Orders/Direct Debits to EDF Energy £156.00 and Profitable Websites £30.00 for the ensuing year.
- xv. **RESOLVED** to approve the items which exceeded the amount allocated in the 2017/2018 budget (Appendix 2105/18xv).
- xvi. **RESOLVED** for the Ordinary meetings of the Parish Council to be held on the 1st Wednesday of each month at St Andrews School, commencing at 8.00pm and for the date of the Annual meeting of the Parish Council (Election year) to be confirmed.

2205/18 MANNINGS HEATH VILLAGE GREEN

- i) **Monthly report of the play equipment**
Rylands Engineering have been asked to provide an update on the replacement lugs.
- ii) **Village Green matters**
The Horse Chestnuts will be treated, by Bartlett Tree Experts, for Leaf Minor on 5th May 2018, the second treatment will be in July 2018. The Cricket Club have arranged for the Oak tree adjacent to the pavilion to be felled. The Chairman keeps moving the rubbish bin outside the children's play area.
There will be a meeting of the Village Green Committee on 20th June 2018.
- iii) **Cricket Club issues**
The Cricket Club are working on demolishing the old pavilion.

2305/18 HIGHWAY MATTERS

The Clerk was asked to report the edge ruts and potholes in Sedgwick Lane to WSCC Highways.

2405/18 BROADBAND IN THE PARISH - No update.

2505/18 UPDATING POLICIES

RESOLVED to adopt the updated Financial Regulations, the Standing Orders will be included on Junes agenda.

2605/18 GENERAL DATA PROTECTION REGULATION

The Chairman and Clerk are attending a FOC meeting with GDPR Info Ltd on 5th May 2018. For the sum of £450.00 GDPR Info Ltd will carry out a Data Audit, provide model GDPR policies (Data Protection, Privacy Policy, Data Retention Policy etc) and be the Data Protection Officer (DPO) for a year.

SALC have advised that Parish Councils are exempt from engaging the services of a DPO, but under 'best practice' would recommend having a DPO.

RESOLVED to engage GDPR Info Ltd for one year, the appointment to be reviewed annually.

2705/18 OPPORTUNITIES FOR PARISH & TOWN COUNCILS TO SUPPORT HEALTH & WELLBEING

The Chairman will be representing SALC at the Horsham Dementia Friendly Communities meeting on 8th May 2018.

2805/18 CLUSTERING WITH NEIGHBOURING PARISHES - No update.

2905/18 VILLAGE GATEWAYS

Arrangements will be made to remove the additional signage. The Parish Council will continue with the policy of not replying to posts on Facebook, if there are any questions they should be directed to the Clerk.

3005/18 COUNCILLOR TRAINING/SEMINARS

The Councillors are in receipt of SALCs training program.

3105/18 MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA

Councillor J Chaytor proposed for John Stokes, a representative from the Tree Council, to address a meeting, for a larger audience it was suggested that John Stokes address the HALC conference later in the year.

The meeting closed at 9.40pm