

NUTHURST PARISH COUNCIL

Minutes of the Meeting of Nuthurst Parish Council held on Wednesday, 4th December 2019 at **St Andrews CofE School, Nuthurst** commencing at **7.30 p.m.**

PRESENT: Cllr S Turner (Chairman), Cllr J Assassi, Cllr J Chaytor, Cllr C Kenny, Cllr J Mercer & Cllr T Nelson.

ALSO, IN ATTENDANCE: Sarah Hall (Parish Clerk), County Councillor Nigel Jupp, District Councillor Toni Bradnum and one member of the public.

149-19/20 APOLOGIES FOR ABSENCE

It was **RESOLVED** that apologies for absence from Cllr O Hydes (OBE), Cllr N Bryant Cllr D Livingstone, Cllr D Cotton and Cllr R Carmichael be **APPROVED**.

150-19/20 DECLARATIONS OF INTEREST

No declarations of interest, as defined under the Localism Act 2011 and the Parish Councils Code of Conduct, were made.

151-19/20 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that the [Minutes](#) from the Parish Council meeting held on 6th November 2019 be confirmed as a correct record and signed by the Chairman.

152-19/20 PRESENTATION ON ST ANDREW'S SCHOOL REFURBISHMENT PROGRAMME

The Chairman of the School Governors, Mr David Christion, made the following presentation on the refurbishment programme at St Andrew's CE School;

The Main Project Comprises of:

Early Years Classroom – larger space, open rectangle floor, low level windows, accessible toilets, suspended ceiling heat retention.

Entrance/Reception/Offices – library resources area, visitor waiting area, larger admin office, office/conference room for head teacher, sick bay.

Other Works – refurbishment of flat roof over present entrance and redirecting electrical services laying directly on the roof.

Professional Advisers – architects Morgan Carn (Martin, Wilyman, Partner), structural engineers Dixon Hurst.

Consultation – Open evening 19th November and permanent display in the school.

Programme – 16 weeks programmed works, ideal time spring and summer, making use of the summer vacation. Classrooms effected will be safely relocated and protected in school building. Office staff may require temporary re- accommodation.

Timing – Planning application submitted in November, due for determination January 2020. Detailed drawings prepared and will be ready for tendering in January. If planning permission granted and full funding in place the works will commence late April 2019, if full funding not in place the project will be deferred to commence in April 2021.

Cost – (based on budget figures from architects, including re-roofing works)

Building Works £325,000

Fees £ 35,000

Contingency 10% £ 32,000

VAT @ 20% £ 78,000

Total Budget £470,000

Funding to date - the school has received notice of a significant impending gift towards the project from a donor who wishes to remain anonymous. The Governors are in advanced talks with the Diocese regarding a further significant sum. If successful these two sums will provide 80% of the funding. A fund-raising programme for the balance of the costs is in preparation.

The Chairman of the Parish Council thanked David Christian for the presentation and advised that the planning application would be discussed at the Planning Committee meeting on 18th December 2019.

153-19/20 COMMITTEE MINUTES / REPORTS

It was **RESOLVED** that the minutes approved by the following Committees be **ADOPTED**;

[Finance Committee Meeting](#) – 16th October 2019

[Open Spaces Committee Meeting](#) - 30th October 2019

154-19/20 CHAIRMANS ANNOUNCEMENTS

The Chairman commented on the number of emails being copied to all members and asked in future for emails to only be shared if absolutely necessary.

The Chairman also advised that he would be leaving Sussex early in the new year and that a new Chairman and Vice Chairman would need to be elected when he stood down.

155-19/20 DISTRICT AND COUNTY COUNCILLORS REPORTS

District Councillor Toni Bradnum's report

- Small Business Fair Saturday 7th December 2019, young entrepreneurs from local schools will be given the opportunity to show their wares in the Carfax.
- Christmas Winter Wonderland competition commences on 7th December.
- The light show on the old town hall will continue throughout December.
- HDC will be teaming up with the Sussex Wildlife Trust. £571,000 has been earmarked for the initial five-year project to enhance the natural environment.
- Small Business Grant applications are open until the end of December 2019.
- HDC have granted the Greenplan an extension to remove the illegal crossover and hardstanding.
- Three Oak trees, damaged in the construction of the illegal hardstanding have been felled, positions for the replacement trees have been agreed and they will inherit the present TPO's.
- The Government are producing a Local Design Statement, this will not be a statutory document and will be used for guidance purposes.

County Councillor Nigel Jupp's Report

- Thakeham Homes 'aim' to build two primary schools and a secondary school at the Bucks Barn site. It is understood that the discussions with WSCC re the proposed schools and highway works are not very 'comprehensive'.
- Using the prescribed formula 3,500 proposed dwellings are unlikely to require a secondary school.
- Cost for building schools is considerable and unusual for a developer to undertake.

- Many Parish Councils are concerned about the reduced gritting routes across the county, consideration only given to the `class` of road not whether it is used to access schools. Clerk to advise the County Councillor of the roads which will no longer be gritted. Noted that the timing of the announcement re the reduced gritting schedule was after Parish Councils had submitted their winter audit and after the 2019/20 budget had been agreed.

156-19/20 PUBLIC SESSION

No members of the public were present.

157-19/20 PLANNING

i. NEW APPLICATIONS

Number	Applicant & Reason
DC/19/1807 15.11.2019 RESOLVED	Prior notification for the erection of 2 x containers between hay barn and stables to house farm equipment Water Mill Barn, Amiesmill Farm, Kerves Lane, Horsham To raise no objection to the application.
DC/19/1766 26.11.2019 RESOLVED	Repositioning of an existing access, creation of an access track and hardstanding area to serve the proposed holding (amended) Land Opposite Coltstaple Lane Coltstaple Lane Horsham To raise no objection to the application provided that the issues wit the access to Coltstaple Lane are resolved to WSCC Highways satisfaction.
DC/19/1765 26.11.2019 RESOLVED	Erection of No 3 polytunnels (amended) Land Opposite Coltstaple Lane Coltstaple Lane Horsham To raise no objection to the application.
DC/19/1800 26.11.2019 RESOLVED	Erection of a livestock/storage building (amended) Land Opposite Coltstaple Lane Coltstaple Lane Horsham To raise no objection to the application.

ii. DECISIONS

It was **RESOLVED** to **NOTE** the [Delegated Decisions, HDC Planning Decisions, Enforcement Numbers, PI Appeals Lodged & Appeal Decisions](#)

iii. PLANNING UPDATES

Weald Cross (Buck Barn)

The Parish Council held two “Drop-in” meetings for residents on Saturday 30 November and an open session at the Bacon Butties on Sunday 1 December. Over 200 people attended these three events. Attendees were asked to complete two comment slips with their views

On Monday 2 December Cllr O Hydes took to HDC:

- 1) 137 comment slips to Strategic Planning objecting to the Weald Cross Development. The Parish Council received a fairly standard acknowledgement on 11th December 2019, pointing out that residents should register with HDC to be informed when the formal consultation is published and they should comment again then.
- 2) 78 comment slips to Ray Dawe leader of the Council asking him to challenge the Government's requirement for HDC to build even more houses. The Parish Council received a positive response from Ray Dawe

indicating that HDC will be contacting the new Government after the election.

The Parish Council have already received more completed comment slips from attendees who took comment slips away with them to fill in later and more will have been posted or e-mailed directly HDC. Furthermore, some non-attendees may also fill in comments slips through the PC website, the 6 villages Facebook page and MHAG circulation to members.

Outstanding Planning Applications

HDC have still not determined the following planning applications, all of which the Parish Council objected to:

DC/18/2231 Ghyll House Farm – demolition of 3 dwellings and construction of 4 new dwellings

DC/19/1389 Dun horse Inn – conversion of ground floor into 3 flats

DC/19/2117 Pemberley, Copsale Road – conversion of barn to a dwelling

Field behind Millers Mead

The Parish Council understand that Will Jones, HDC’s arboricultural officer, has visited the site with Greenplan and identified the positions in which the three replacement oak trees will be planted. Greenplan has agreed with HDC to remove the unlawful crossover and hardstanding but the Parish Council do not have a date by which this will be done. This will be followed up in the new year.

158-19/20

PARISH PLAN 2019/2020

Clr O Hydes will collate the Parish Plans, including the details from the updated Open Spaces plan. The collated Parish Plan will be included on January 2020 agenda.

159-19/20

FINANCE

i. Invoices for payment November/December 2019

Cheque/Ref	Payee Name	Details	Net £	VAT £	Total £
Direct Debit 16 Nov 2019	SSE Energy (October)	Unmetered Electricity Supply	122.13	6.10	128.23
S/Order 1 Nov 2019	Profitable Website	Website/Email Support (November)	30.00	0	30.00
002004	S Hall (Clerk)	Expenses	131.52	6.23	137.75
002005	WSCC	Clerks Salary October	1,369.08	0	1,369.08
002006	WSCC	Payroll Administration 1 Apr – 31 Sept 2019	38.70	7.74	46.44
002007	St Andrews School	Hall Hire 1 Apr – 4 Mar 2019	214.00	0	214.00
002008	SSALC	Clerks Networking Day	110.00	22.00	132.00
002009	SSE Lighting	Repair Pound Lane, jnct with Masons Field	160.68	32.14	192.82

002010	Cllr O Hydes	Postage & Toners (Wealdcross)	22.63	0	22.63
Grand Total			2,198.74	74.21	2,272.95

It was **RESOLVED** that the schedule of invoices totalling **£2,272.95** be **APPROVED** for payment.

To **NOTE** the following receipts up to 31st October 2019

Payment Method	Payer Name	Details	Net £	VAT £	Total £
FPI	Nat West	Interest October 2019	7.90	0	7.90
Grand Total			7.90		7.90

It was **RESOLVED** to **NOTE** the receipts in September totalling **£7.90**

- ii) It was **RESOLVED** to **APPROVE** the Parish Council registering their interest in the online [mapping service](#) for a preferred term of three years.
- iii) It was **RESOLVED** to **APPROVE** the bank reconciliation for [October](#) 2019.
- iv) It was **RESOLVED** to **APPROVE** the transfer of £2,000.00 from the Nat West deposit into the current account.
- v) It was **RESOLVED** to **APPROVE** the [2020/21 Budget](#) and set the precept at **£39,842.00**.

160-19/20

LOCAL ASSOCIATION, OTHER BODIES AND TRAINING REPORTS

It was **RESOLVED** to **NOTE**;

- Cllr J Chaytor and the Clerk attended the HDC & HALC Annual meeting.
- The Vice Chairman attended the HDC Planning Enforcement Review meeting and will provide an update before the next meeting.
- The Vice Chairman and Cllr N Bryant attended the HALC Extraordinary Meeting 'Preferred Strategy' Local Plan and will provide an update before the next meeting.

161-19/20

OPEN SPACES IN THE PARISH

i) Children's Play area

It was **RESOLVED** to **NOTE** the contents of the [monthly report](#) and that the Clerk will chase Horsham Fencing for a quotation on replacing the gate post and fitting a rubber buffer to prevent finger entrapment.

ii) Village Green matters

It was **RESOLVED** to **NOTE** that there were no updates on village green matters.

v) Open Spaces and General Maintenance Committee

It was **RESOLVED** to **NOTE**;

- Cllr J Mercer, Cllr D Cotton and Cllr N Bryant have arranged a meeting to discuss the parish survey on equipment for younger children and teenagers in the parish.
- Cllr J Mercer and the Clerk will update the Byelaws prior to approval at Full Council.
- Members of the Open Spaces committee have assessed the field behind Woodlands Walk and the committee are looking into possible equipment for the open space. Members were asked to consider a rustic outdoors gym similar to existing equipment in Loxwood.

- The Clerk to arrange a meeting with HDC Parks Department to discuss the ongoing plans for the land behind Woodlands Walk.

162-19/20 RISK ASSESSMENTS & RESERVES POLICY

It was **RESOLVED** to **ADOPT** the following Risk Assessments and Policy;

[Financial/Physical Risk Assessment 2019/20](#)

[Parish Assets Risk Assessments 2019/20](#)

[Play Ground Risk Assessment 2019/20](#)

[Village Green Risk Assessment 2019/20](#)

[Reserves Policy](#)

163-19/20 ANNUAL PARISH MEETING 2020

It was **RESOLVED** to **HOLD** the Annual Meeting of the Parish Council in Mannings Heath Village Hall on Thursday 12th March 2020.

164-19/20 MATTERS RAISED BY COUNCILLORS TO BE INCLUDED ON THE NEXT AGENDA

It was **RESOLVED** to **NOTE** the Councillors sadness at the news the Chairman of the Parish Council will be standing down in the new year. The Councillors did not request for any items to be included on the next agenda.

165-19/20 DATE OF NEXT MEETING

It was **RESOLVED** to **NOTE** the next meeting will be held on Wednesday 8th January 2020.

There being no other business, the meeting closed at 8.30pm

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Chairman

Date 8th January 2020