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Minutes of the Ordinary Parish Council Meeting held at Mannings Heath Village Hall on Wednesday 16<sup>th</sup> April 2025 at 7.30 pm.

**Present:** Cllrs D Cotton (Chairman), Cllr C Kenny (Vice Chairman), Cllr S Catterall, Cllr V Court.

**Also Present:** County Councillor Nigel Jupp, District Councillor Dennis Livingstone.

**Apologies:** Cllr S Newell, Cllr Wayne Bayley.

**Clerk:** Lisa Wilcock.

There was 12 members of the public including Police Inspector Neil Durkan.

*Meeting commenced 1930hrs*

001-25/26 **ATTENDANCE AND APOLOGIES FOR ABSENCE**

It was RESOLVED to NOTE that apologies for absence were received from

002-25/26 **RESIGNATION**

The council acknowledge the resignation of Cllr K McGovern. The Chairman thanked her for her time and commitment to the parish council. The Chairman called for any members of public to contact the Clerk for co-option on the parish council.

003-25/26 **DECLARATIONS OF INTEREST**

It was RESOLVED to NOTE that no declarations of interest were made, as defined under the Localism Act 2011 and the Parish Councils Code of Conduct.

004-25/26 **CHAIRMAN'S ANNOUNCEMENTS**

The Chair, welcomed Horsham Neighbourhood Policing Inspector Neil Durkan and encouraged the public and councillors to ask questions. The Inspector introduced himself to the council and the public. The Chair highlighted the PCSO has not attended the 2 meeting as arranged but it was confirmed that the PCSO covers several councils and had to take leave and was unable to attend the meetings at short notice. PCSOs are responsible for beat location, community engagement, getting to know the communities but they will attend unplanned operations as well. The job can be frustrating as plans have been broken. There is a new Police Sergeant Daniel Hammond. The PCSO roughly has one larger Parish and 3 or 4 other Parishes but there is cross over work with the Town. Adur and Horsham are twinned so some staff are posted south of the Downs. Chair said there are very few problems in the Parish and there are very few issues with no central part in the Parish apart from the Village Green. The Chair referred to Item 2 on the agenda where there are a group of lads are leaving rubbish, riding e-scooters and bikes over the village green late at night, they are rude when approached and the residents would like some Police attendance to observe what is going on. Members of the public are urged to report the incidents via 101 or via the Police website. The Council want the youths to stay safe. The inspector was conscious of not criminalising children as they need access to public spaces, but they do need to understand social boundaries. PCSO Christina will be contacted to address the issue. It was advised that the Neighbourhood Schools Officer should also be made aware of the youths to see if they can talk to them in schools. There are responsibilities around children's engagement.

A question was raised as to where someone can attend a police station in person – Horsham Police Station is open Monday, Wednesday and Friday with a yellow phone outside the door and but is manned 24/7.

A question was asked about activity around Southwater - the PCSO there is not aware of any incidents, but they do have their own wardens and a more senior PCSO to monitor the area.

005-25/26

## **PUBLIC SESSION**

Police Inspector reminded the public that it is - 999 emergencies but 101 for a non-emergency such as reporting anti-social behaviour or the Sussex Police website and report it on line. ASB and Crime section of the website as a drop down menu and the Police will respond in line with the severity of the crime. A MOP said that 101 calls take a long time to answer. It was confirmed that the service has improved there is now very little delay. DC Dennis Livingstone – asked about rural crime for farms and equipment. Answer - there is a rural crime team that deals with that, but the police are aware of organised crime for farm machinery and that is an active area at the moment.

MOP – Neighbourhood Warden Scheme – noted that the response is not very good when you read about it online, the MOP said that Southwater is very different whereas Nuthurst does not have a problem that exists so there should not be an allocation of Precept to pay for this service.

MOP – Neighbourhood Warden Scheme – is biggest project this parish has looked at in financial terms. Had a look at the HDC website to see what they are doing; it says they promote community cohesion but there are a dozen social groups that engage with the Police and report crime.

MOP – made an application to join the council website newsletter. The Clerk confirmed that a response was made at the time to the MOP and that the newsletter had been deactivated when the website move to a .gov.uk address. *Since the meeting the Clerk has resent the response and checked the website.*

006-25/26

## **APPROVAL OF THE MINUTES OF THE FULL COUNCIL MEETING-**

The Minutes of the Full Council meeting on the 19<sup>th</sup> March 2025 were accepted and approved as a true record of the meeting, **It was RESOLVED that the chair of the meeting duly signed the minutes of the meeting held on the 19<sup>th</sup> March 2025 as a true and accurate record.**

007-25/26

## **REPORTS FROM OTHER AUTHORITIES**

### **County Councillor Nigel Jupp –**

Education – recall a few months ago spoke about public consultation of Mallais School and the decision was made at the end of March and now is a co-ed school all admissions from September 2026. Building works must be carried out to install boys changing rooms etc. Rapid change in popularity of co-education in Horsham so Mallais moved to co-ed to encourage admissions. Those admitted this year will enjoy single sex education until they leave. Today the allocation of Primary School has gone out to parents noted that Nuthurst is popular and is over subscribed.

Highways Maintenance – 2 new contractors are now on board. One is a 7-year contract with Volkar Highways and Conways who will deal with drainage.

Devolution – Mayor Elections will be in May 2026 and under current proposals with unitary elections in May 2027. Sole control from May 2028. No preference in the letter with regard to what the unitary councils' size and locations are. All 8 councils are working together in all.

Noted the Local policing has not been decided as yet and are waiting to see how that is broken up. Police and Crime Commissioner role is disappearing with the new Unitary Authority.

**District Councillor Dennis Livingstone -**

Horsham Town Centre – important hub in villages and small towns and it is well visited and is a delightful place. Improvements are coming along – information is on the HDC website under New Vision for Horsham Town Centre and there is a consultation on there as well.

Capitol Theatre – changes to the refurbishment increase `was with MEPH and repair and strengthening to the roof. Closure was supposed to be now and has been moved to 2026 and will now be operational in 2025 and the Pantomime will be held next year.

Neighbourhood Warden – please do not close the door but to consider it even if it is as a part time service.

Question – in view of devolution is the upscaling in Horsham still going ahead? Yes.

008-25/26

**PLANNING APPLICATIONS**

i) DC/25/0444 - **Nuthurst Parish Council**, near Mannings Heath Village Hall, Golding Lane Mannings Heath, West Sussex RH13 6JU.

Fell 1x Common Ash. Council to **note** this application which is required for the felling of a diseased Ash as per the tree survey. Deadline 18<sup>th</sup> April 2025.

*The following applications were considered together.*

ii) DC/25/0441 - Lower Goldings, Golding Lane, Mannings Heath, West Sussex RH13 6JX.

iii) Erection of a two storey side extension with glazed link. (Householder Application). Deadline 17<sup>th</sup> April 2025.

iv) DC/25/0500 - Lower Goldings Golding Lane Mannings Heath West Sussex RH13 6JX. Erection of a two-storey side extension with glazed link. (Listed Building Consent).

It was RESOLVED to strongly object the application. The barn is a listed but to put another application in, the council feels it goes against the reason for listing it in the first place.

The plot is outside of the built-up area and an over development of the property and this is not supported in the Nuthurst Parish Council made neighbourhood plan due to the accommodation above.

v) DC/25/0480 - 5 Swallows Gate Church Road Mannings Heath West Sussex RH13 6GQ  
Erection of a two storey side extension. Deadline: 24<sup>th</sup> April 2025

It was RESOLVED to object to this application as the council sees the application as an over-intensification of the new development site.

vi) DC/25/0538 8 Heathtolt Cottages Park Lane Maplehurst West Sussex RH13 6LL  
Erection of front porch, conversion of garage to form habitable space, first floor side/rear extension and a single storey side rear extension.

It was RESOLVED to object to this application as it is an overdevelopment and the design is out of character of the property.

*MOP noted that the council were finding objections rather than a positive of the application.*

009-25/26

**NEIGHBOURHOOD WARDENS** – following the meeting at HDC on 21<sup>st</sup> March 2025 it was agreed that the 4 parish councils (Nuthurst, Lower Beeding, Cowfold and West Grinstead) would consider if they wished to form an informal working party of 2 councillors per parish council to discuss the proposal further. Noted that the council likes the idea of Neighbourhood Wardens in the right situation however there is no need for the service in the whole parish, there are several societies around the Parish that support the community. The council understands the benefits for larger parishes but is struggling to see how it would help the Parish at the stage. The costs would effectively put the Precept up by around 50% and the council devolution would

also inhibit a decision at this time. This Parish does not have a hub and the village is rural and semi-urban however the Parish is very close to Horsham Town. Police Inspector Neil Durkan added that a mirror role in line with the management of the wardens however policing is about enforcement and the warden is engaging in local needs. It was **proposed** that the council will not move the Parish Wardens forward but will not lose sight that this service is available in the future. It was **RESOLVED** not to continue as there is no case for a Neighbourhood Warden at this stage. *Clerk to inform the other 3 parish councils of the decision.*

010-25/26

**VILLAGE GREEN AND PLAYGROUND –**

- i) The council **noted** the playground report. Carry to Open Spaces for small maintenance project on the grass area around the playground furniture.
- ii) The council **noted** the antisocial behaviour on the playground and surrounding. Noted that this item has already been covered earlier in the meeting.

011-25/26

**SPEED INDICATION DEVICES**

- i) It was **noted** that all the SIDs are now up and operational.
- ii) The council agreed to **consider** a maintenance agreement with Wilbar Associates at a cost of £150 per call out to rotate the SIDs, move the SIDs, recharge batteries as necessary and download data to be carried to Open Spaces for recommendation to council.
- iii) It was **noted** to noted that there is a new Facebook WSCC Highways Road Safety page <https://www.facebook.com/RoadSafetyWSCC>

012-25/26

**ANNUAL PARISH MEETING** –arrangements for the parish assembly on 28<sup>th</sup> May 2025 at Copsale Hall have been put together by the Chairman and the Link Magazine to promote groups to come along to the APM and to encourage all the organisations to come together. There is a flyer being printed which will be of a small expense. Council **agreed** to the costs of the flyer which were estimated no greater than £250, payment was agreed to by the Clerk.

013-25/26

**CHINESE LANTERNS** – a councillor showed a helium balloon that had been found in a field and highlighted the concern for Chinese Lanterns and helium balloons and asked members of the public to be cautious as to their use. RoSPA advice was distributed to councillors via the agenda, website and a MOP asked that it is put on the social media. The Link Magazine agreed to add it as a news item to give advice.

014-25/26

**REPORTS FROM REPRESENTATIVES** – no updates.

015-25/26

**WEST SUSSEX COUNTY COUNCIL'S RELEVANT AREA FOR ADMISSIONS 26/27 -**

It was noted that the School Standards & Framework Act 1998 requires local authorities to establish Relevant Area(s) for admission policy consultations. The Relevant Area is the area in which admission authorities must consult with schools regarding their proposed admission arrangements before finalising them. The Education (Relevant Areas for Consultation on Admission Arrangements) Regulations 1999 requires the local authority to consult on and review its Relevant Area every 2 years. It was **confirmed** by the County Councillor that Nuthurst Parish Council were not required to submit a response as part of the consultation process.

016-25/26

**West Sussex Councils Submit Interim Plan for Local Government Reorganisation, Seek Clarity on Key Issues**

The council **noted** the report from Martin Boffey HDC regarding the unitary authority.

017-25/26

**FINANCIAL**

- i) It was **RESOLVED** to **approve** Nat West bank reconciliation for March. Chair signed the reconciliation.
- ii) It was **RESOLVED** to **approve** Nat West bank transactions for March. Chair signed the bank statements.
- iii) It was **RESOLVED** to **approve** the schedule of payments for April.
- iv) The budget report March 2025 was **noted**.
- v) It was **RESOLVED** to **adopt** the updated Standing Orders based on the NALC model.
- vi) It was **RESOLVED** to **adopt** the updated Financial Regulations which include the Procurement Act based on the NALC model. *Noted both policies would be adopted again in May and can be edited further in the meantime.*

vii) It was **noted** that the opening of Hinckley and Rugby Building Society account and the Unity Trust Bank account is completed. Reports will appear commencing April 2025.

018-25/26     Next ordinary meeting of the council 21<sup>st</sup> May 2025 will be held Mannings Heath Village Hall.

*Meeting closed 2112hrs*

*Signed..... Dated.....*