

SLAUGHAM PARISH COUNCIL

2 Coltstaple Cottages, Coltstaple Lane, Horsham, RH13 9BB

PARISH COUNCIL ANNUAL PARISH MEETING MINUTES

Meeting held on Thursday 18th May 2017 at 7.30pm in the Pavilion, Handcross.

Sally Mclean – Clerk to the Council

Email clerk@slaughampc.org.uk Website: <http://www.slaughampc.co.uk>

Present: Cllrs John Welch (Chair), Andrew MacNaughton, Michael Earle, Julia Elliott,

Lesley Read, David Dunn.

Apologies: Cllr's Simon Goyder, Bob St George

Others Present: 6 members of Public

1. Introduction and welcome by the Chairman

2. Minutes of the Annual Parish Meeting held on 1st June 2016 APPROVED

3. Annual Report of the Council presented by the Chairman

Cllr John Welch Slaugham Parish Council Chairman

As always, I must firstly thank all my Fellow Councillors for all their work for the Parish Council.

I am very conscious that we are fortunate to have a Council where the majority of members work full time and give up a significant amount of their leisure in voluntary service to the Community.

From my point of view, the running of the Council is helped enormously by the Committee structure whereby Finance, Planning, Recreation, Halls and Neighbourhood Planning are organised as separate Committees chaired by individual Councillors.

During the year, we made an important change to our monthly timetable of meetings. Previously, the Planning Committee was held immediately after the main Council Meeting on the last Thursday of the month. However, the significantly longer Council meetings resulted in a later start to the Planning Meeting and some frustration for members of the public attending to support their Planning Applications.

As a result, the Planning Committee meetings are now scheduled separately from the main meeting, normally on the first Thursday of the month at 7.30pm and this has given us more time to consider Applications and the ability to respond in a timely way to points raised by members of the public.

Membership of the Council has maintained at eight members throughout the year and we do have vacancies, particularly in the Handcross and Pease Pottage ward so, if any of you are interested in joining us, please see me or Sally McLean.

Having just mentioned Sally, I must pay tribute to our excellent Parish Clerk. The role of Parish Clerk is often misunderstood and the very name Clerk something of a misnomer. The Parish Clerk is the Council's Proper Officer and also the Responsible Financial Officer whilst also having a responsibility for guiding the Council on matters of Law or Procedure.

The Clerk's role has been particularly onerous in recent times with the additional work involved with the administration of the Neighbourhood Planning process and the work involved with the Finches Field Community Hall of which more later in this meeting.

I should also highlight the excellent work done by Brenda Rowe and Brian Funnell in keeping our streets and lanes tidy and clear of litter.

Two years ago when I took over the role of Council Chairman, I said that there were two projects that I wished to see completed during my tenure. The first was the NHP which is moving steadily forward, aided by the excellent Exhibition held in this room earlier last month and the progress on this project will be reported by Julia later in the meeting.

The second project was the long awaited Community Hall at Finches Field, Pease Pottage. As many of you will know, this facility is being built by the Parish Council as owners, which means that we will be liable for ground rent only, but have to raise the funds and administer the Contract. I must highlight the work of Councillor Andrew McNaughton in preparing the Business Plan and drawing up the Planning Application. We look forward to Andrew's report on this subject later in the meeting.

Also during the year we have been active in many other smaller scale projects. The Memorial Gardens, behind All Saints Church Handcross, have been sold to the adjoining property owners, the Nyman's bus shelter has been renovated, contentious land ownership issues have been resolved, work has continued with keeping our playgrounds secure and safe together with a certain amount of tree surgery on the extensive property owned by the Council. We also run allotments at both Handcross and Warninglid which are heavily subscribed.

We are very conscious that many issues in the Parish still require resolution. Both traffic volumes and parking in and around Handcross High Street are areas of concern. Parking, in particular, has been exacerbated by the popularity of Nyman's as a visitor attraction. We have plans to meet Nyman's management with a view to resolve some of these issues. I should mention that Katherine Mills has moved to another National Trust property and the new General Manager is Zara Luxford.

We have excellent relations with both District and County Councils and recently marked the retirement of our good friend Peter Griffiths. Mid Sussex District Council have been heavily involved with the preparation of their District Plan which is presently under examination and annual house building figures for the District a subject of constant debate. We have to realise that until the District Plan is approved and a five year land supply declared, we are at risk of unwanted Planning Applications being upheld at Appeal. Mid Sussex District Council have been very proactive recently in the area of street cleaning and litter clearance and I must note the efforts of William Arnett and his team, particularly in Pease Pottage.

However, despite this generally good news there are frustrations, notably the long awaited traffic calming measures in Pease Pottage and Handcross together with the rehabilitation of our iconic finger post signs.

My report would be incomplete without a tribute to Gail Boustead and Ken Boyle. Gail is standing down as our booking administrator for the Pavilion but continues in many Handcross related activities most notably as our reporter for the Mid Sussex Times.

Ken Boyle has continued in his role with the Recreation Committee both with the Allotments and particularly in specifying work to give this Pavilion building a few more years of life.

Finally, I must give an accolade to my wife Pauline who encouraged me to join the Council, who, amongst other things, prepares food for these events, paints bus shelters and promotes our work to the community. Thankyou.

4. Reports of Chairmen of Committees and working groups

Neighbourhood Planning Committee

Cllr Julia Elliott Chairman of the Neighbourhood Planning Committee

Requirement of and content of the NHP is continually changing due to, but not limited to the following:-

- Political environment/housing need
- Examination report comments
- Court and other hearings over the housing requirements
- District plans (NHPs housing figures)

This time last year we couldn't move forward with a decision due to the Hyde Estate as plans cannot contain a conditional element. That was resolved and moved forward. Delays this year are due to MSDC District Plan, proposal, examiner's report, appeal housing numbers MSDC suggested that we slow down so as not to have to revisit our plan. Numbers are still not final but we are now able to move forward.

Strategic development 600 homes at Hardridings Farm, is not part of Slaugham NHP but is being taken into account by MSDC in the numbers.

Working with our consultants for the last year we have had to revisit some of the current documentation to provide sufficient evidence and consultation with public.

- Scoping report for Sustainability Appraisal- recommended changes
 - SA demonstrate how the plan will contribute to the vision and objectives to achieving sustainable development
 - A further 6 Week Consultation with the Statutory Bodies was undertaken.
- Housing Needs Consideration Paper – Brigs together a range of data from various sources
 - MSDC District Plan Evidence Base
 - Housing Economic Development Needs Assessment (HEDNA)
 - Update Housing/Household and Polpulation projections.
- Site Assessments:-
 - A detailed review was required with more consistent comparison and independent analysis of the data.
 - Slaugham Parish housing Land Availably Assessment

On the 7th and 8th April the Committee held a public exhibition on sites to ensure that the public view was included in the decision on which sites to put forward in the plan.

- 124 people attended over the 2 dates
- 64 forms were completed

These results will be published on the website

Submission Plan – Policies have been discussed and amended following meetings held with: officers at MDSC our Planning Consultants on the following

- Landscape
- Housing
- Transport
- Traffic

Housing Numbers MSDC Plan proposed 800 dwellings pa

- now 876 pa 2014- 2024
- 1024 pa 2025-2031

917 shortfall in HMA – Housing Market:-

- Crawley
- Horsham
- Mid Sussex

As a result of Crawley unable to meet its need in the backend of the period the inspector has said that MSDC should pick up this shortfall, the numbers have been increased but not enough, so proposed the above.

Slaugham 220 ➡ 270-310

Statement that 600 included in Slaugham numbers so no further numbers needed from Slaugham. However this is not final or definitive and it is possible and recommended to include some additional sites (as per previous examiners comments)

Next Steps

- Compare site assessments against the sustainability appraisal
- Parish Council to review this on the 25th May 2017 and hold a public consultation on the data and housing needs to be agreed on the proposed sites coming forward.
- Pre Submission Plan – draft to be finalised with sites (if selected) by the Committee mid/end of and resolved at Council at the next convenient meeting.
- Regulation 14 Submission Plan Consultation (Aug/Sept 17)
 - 6 week statutory consultation
 - Review Comments make amendments should there be any Oct 17

- Regulation 16 MSDC Dec/Jan 17
- Examination Feb/Mar 18
- Referendum May/June 18

Planning Committee

Cllr Simon Goyder Chair of Planning - Cllr Dunn in Cllr Goyder's absence

The past year has proved challenging, a growing demand on local councils by central government to develop more and more housing, difficulties in establishing a district plan, therefore still no local plan, all making it more difficult to say no to unsuitable and poorly located development throughout the parish.

During the past year we have seen a number of larger developments passed by MSDC along with a considerable number of smaller projects.

Pease Pottage and Handcross, have taken considerable chunks of the development numbers required by MSDC.

SPC has challenged a number of controversial developments not all with full planning approval, we have also challenged some of the larger developments, SPC remains with only an advisory status, but will continue to pass our thoughts and those of our parish onto MSDC for their consideration at the decision making stage

Recreation Committee

Cllr Simon Goyder Chair of Recreation – Cllr Read in Cllr Goyder's absence

The Committee meet three to four times in the year. They have been working on restricting and reviewing current procedures and activities, some of those areas are outlined below:-

1. The proposal for repair/ refurbishment to the recreation ground hall, which is now in final stages of preparation.
2. Hall rental agreement review for all users
 - Playgroup
 - Pétanque charges and use
 - Football club charges and use of the hall.
- 3 Handcross and Warninglid Allotment, audit, management, and charges

The Recreation committee consists of 3 members of Council and one member of the community currently. The Committee will be encouraging regular users of the facility to join this Committee going forward.

The facility has seen healthy use over the last year and continues to fund itself adequately.

Community Halls Committee

Cllr Andrew MacNaughton Chair of Community Halls Committee

This year I am able to report some progress on the Finches Field Community Facility. MSDC has made available the section 106 monies for Slaugham Parish Council to take over the project and move it forward.

Planning permission has now been obtained and Slaugham Parish Council have now been able to appoint Fowlers as our contractors to build the community facility. They are a local company based in Cowfold.

David Ross, who lives in Pease Pottage, is Senior Partner at CTG Consultancy and will be overseeing the project on behalf of Slaugham Parish Council. It is hoped that building will start later this summer and will be completed by Spring/Summer next year.

Just to comment the Handcross Pavilion is to be refurbished and the Recreation Committee are working on the details.

5. Financial Report of the Council

Cllr Michael Earle Chair of Finance & Policy Committee

Cuts and savings continue to be made in what feels like every aspect of Local Government. Slaugham Parish Council continues to be in a healthy position financially and has managed to deliver a number of projects across the Parish.

In the last financial year we closed with a small overspend of just under £4,000. This year we have been able to add just under £10,000 to our balance sheet, which is a combination of some capital receipts and local grants.

As a committee, we regularly look over a 'pool' of money known as section 106, which is to be paid by developers building in the Parish. I'm happy to say that as a Parish Council we have been able to identify and allocate these funds to projects around the four villages. An example of these is a traffic management scheme, which we'll see rolled out over the next couple of years and also spend on community buildings.

On the note of community buildings, most of you will be aware of the new village hall being built in Pease Pottage. We are no further with knowing the fate of the Handcross Village Hall, so Council have decided to release some of the section 106 funds to refurbish the Pavilion. This includes new glazing, roofing and you'll be happy to hear heating!

Finally I would like to thank the members of the Finance and Policy Committee for their continued support and a special thanks to Sally, for keeping the information up to date and clear. Below is a copy of the financial statement:-

**Slaugham Parish Council Current Year Income and Expenditure
Account for Year Ended 31st March 2017**

31st March 2016		31st March 2017
	Income Summary	
70,000	Precept	73,000
60	Interest	56
70,060	Sub Total	73,056
	Operating Income	
4,359	Income	11,821
74,419	Total Income	84,877
	Expenditure Summary	
623	Neighbourhood Plan	5,279
623	Sub Total	5,279
	Running Costs	
49,126	Administration	42,481
1,241	Allotments	244
10,051	Highways	1,457
10,452	Playing Fields	15,244
6,120	Street Lights	5,528
745	General Works	4,712
78,359	Total Expenditure	74,945
	General Fund Analysis	
68,181	Opening Balance	64,241
74,419	Plus : Income for Year	84,877
142,600		149,117
78,359	Less : Expenditure for Year	74,945
64,241		74,173
0	Transfers TO / FROM Reserves	0
64,241	Closing Balance	74,173

6. Volunteering in your community – speakers

Resident Michael Khajeh-Noori gave a thought provoking speak on Sussex 70/30 Campaign. This is a campaign to reduce child maltreatment by at least 70% by 2030. You can see more at www.70-30.org.uk.

7. Open Forum for the Public

Gail Boustead:

Can we give an indication on the increase in costs in relation to the Recreation Ground Handcross for 2016/17

Cllr Earle explained that the some expenses incurred were in relation to legal fees in for Parish lands. The Clerk advised that they were also unexpected expenditure in relation to refunds made to the Pavilion Management Committee (PMC) for invoices on the fabric of the building. Emergency storm damage repairs were made to the roof of the Pavilion, Handcross.

Detailed figures provided below:-

Code	Spend 2016/17	Budget 2016/17	2016 Spend
Traffic Regulation Order	£ 480.00	£ -	£ -
Mobile Civic Collection	£ -	£ 1,250.00	£ 1,251
Dog Bins	£ 815.00	£ 1,275.00	£ 689
Playground	£ -	£ 400.00	£ 925
Village Green Slaugham	£ 600.00 NC	£ -	£ -
Playing Fields Maintenance	£ 473.00 NC	£ -	£ -
Playing Other – Grass Cutting	£ 4,563.00	£ 5,000.00	£ 5,086
Finches Field	£ 3,828.00	£ 4,500.00	£ 1,300
Slaugham Play Ground	£ 215.00	£ 150.00	£
Pavilion Refunds	£ 1,645.00	£ 750.00	£ 1,201
Sports Pavilion Handcross	£ 2,625.00 NC	£ -	£ -
Total	£ 15,244.00	£ 13,325.00	£10,452.00

*NB (NC = New Code)

Ed Hadfield:

Reported some street signs in need of repair and finger posts Cllr Dunn advised that Council were looking at the Finger Posts and trying to identify funding, The Clerk advised that all street furniture i.e road signage damage etc should be report to West Sussex County Council via the Love West Sussex website <http://love.westsussex.gov.uk/reports/home> .

It was also reported that a portable SID (speed indicator device) has been loaned to Warninglid Speedwatch in Warninglid.

8. Closing remarks by the Chairman

Cllr John Welch thanked members of Council and Residents for their attendance this evening and thanked Michael Khajeh-Noori for a very thought provoking speech.

Meeting Closed 8.45pm