



# SLAUGHAM PARISH COUNCIL

## Parish Council Meeting MINUTES

Thursday 1<sup>st</sup> August 2019 at 7.30pm in the Pease Pottage Community Centre, Finches Field, Old Brighton Road, Pease Pottage

*Sally Mclean - Clerk to the Council*

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Present: Cllrs Julia Elliott, Pete Clark, Andrew MacNaughton, Eric Prescott, Bob St George, Lesley Read, Colin Smith

- 1. Apologies for Absence:** To receive and accept apologies for absence. Cllr Michael Earle & Cllr David Dunn
- 2. Declaration of interest from members in respect of any items on the agenda:** To record any declarations of interest - None
- 3. Approval of the Minutes of the Previous Meeting held on 27<sup>th</sup> June 2019:** To receive and accept the Minutes Cllr Clark and Cllr Smith
- 4. Open Forum - Adjournment for questions from the public:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance –

Chris Hinchey previous member of the Council and Chair of the Neighbourhood Plan Committee, congratulated the Steering Committee and the Council on the completion and successful result at the recent referendum.

Gail Boustead mentioned that a recent article in the middy advised that the plan would go before the cabinet at the District Council at the end of September to be "made" what does that involve, is that the adoption? Cllr Andrew MacNaughton advised that all Neighbourhood plans go before district to be adopted/made once they have successfully gone through referendum. Once made The Slaugham Neighbourhood Plan will sit alongside the Mid Sussex District Plan when assessing planning applications in the parish of Slaugham.

Member of the Public - In the inspectors report it mentions trigger points for the delivery of St Martin Close, what is the timespan for those – Cllr Elliott advised that there are triggers points for St Martin Close west as a reserve site and those triggers have to be met before the site can come forward. There are currently no triggers set for the St Martin Close East. Should the plan be made the Committee will reconvene and agree on those triggers as recommended by the Examiner. Cllr Clark added that currently we are unable to determine when the site will come forward as we are unable to predict what will develop in the next 12 months and so on.

Member of the Public – Why did SPC include the site when MSDC reported that they was no need for extra housing in Slaugham Parish? – Cllr Elliott responded that there is a memo that the planning consultants drafted that addresses these questions, it is available on the Councils website, it is also referenced in the examiner's report and a public meeting was held in the 4<sup>th</sup> January of 2018 to discuss it in detail. However, to answered the point, the steering committee in consultation with the their planning consultants, the District Council, the unambiguous message was that in the past plans had been turned down by the examiner, even though they had met all requirements, because they didn't add anything new, we were also told that the figures for development required under the district plan are increasing, it's a moving figure, even with a made plan in place parishes will be asked to take more development within the next 12 years. It was an element of future proofing that we were advised to consider to allow us to have something in the plan along with the reserve site with triggers set so that we do not have start the planning process. The sites chosen were on the basis of the exhibitions that were held in the Parish, it put forward the detail/evidence from the independent consultants. This is a very emotional subject and you are never going to pick something that is going to satisfy everybody, but as a Committee we decided that the safest and best cause of action for the parish was to have something in the plan that future proofed and gave us more certainty that the plan would go through rather than be rejected at this stage.

With the strategic development at Pease Pottage why allocate? – Cllr Elliott added the strategic allocation of the site at Hardriding Farm, Pease Pottage was not something that the Parish Council could control it wasn't even something that the District Council could control, the 600 development was included to meet the unmet needs of Crawley it doesn't meet the needs of this Parish.

After further debate on why the site/s were allocated Cllr Clark reminded those that question the decision to allocate to revisit the examiner's report, who is an independent body and expert who was satisfied that the committee had communicated the message and the rationale behind the plan and the allocation. Without an adopted plan in place it is without question that more sites that are currently in the Strategic Housing and Economic Land Availability Assessment (SHELAA) <https://www.midsussex.gov.uk/planning-building/strategic-housing-and-economic-land-availability-assessment/> will come forward for development within the Parish.

The member of the public took issue with flyer produced by the steering committee in their vote yes campaign, he would like evidence to support the points made.

Gail Boustead added that when the site was originally developed at St Martins it was always surmised that the other half of

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the site would be developed for housing, specifically by some of those that still live there.

5. **Matters from District & County Councilors:** to receive verbal reports from representatives of other authorities
  - 5.1. Mid Sussex District Council (MSDC): Cllr Andrew MacNaughton - Homes England are in discussions with Horsham District Council a proposal to build 10,000 plus homes, to the west of Ifield, i.e. golf club and beyond. The large-scale strategic site on the edge of Crawley would include 35 per cent affordable housing, primary and secondary schools, a new western relief road, community facilities and would help to create 10,000 new jobs. It will be Gatwick compliant; they intend Crawley build in a western relief road, which will facilitate and overcome the worry of a second runway, this will be on A264 to the back of the airport, another major route in. You can view the details on the Homes England website <https://www.gov.uk/government/consultations/west-of-ifield> Within MSDC, the Design Guide for whole of Mid Sussex went to the Scrutiny Committee and is now out for public consultation.  
The District Council were advised by the Secretary of State that if the District Council provided a housing land supply annual positions statement that they may avoid challenge on their 5-year land supply, this is with PIMS currently. Its far to say that this will assist in safeguarding Council's position however, there is still an 18k shortfall of unmet need from Brighton.
  - 5.2. West Sussex County Council County Local Committee (WSCC/CLC) **None present -**
6. **Committee Reports:** to receive and note committee and advisory group updates  
The Committee Chairmen will provide an update, Council to consider the RECOMMENDATIONS:
  - 6.1. **Finance & Policy:**  
The Committee met on the 11<sup>th</sup> July 2019 to discuss the following areas
    - 6.1.1. Boundary works at Finches Field – APPROVED - The works have now been completed
    - 6.1.2. S106 Developer Contributions Review – There were areas that were not clear from the report that needed further information – the Clerk was instructed to arrange a meeting with S106 monitoring officer at MSDC to review the monies available in preparation for the budget meeting before November Council.
  - 6.2. **Recreation:**
    - 6.2.1. Handcross Playground – Cllr Clark reported – That new playground was completed with a small opening held were local Children attended, there was lots of excitement from the Children with great feedback from the parents. A member of the public confirmed that they are more Children been seen in the park since.
    - 6.2.2. The refurbishment is going to plan, the main hall without delays should be completed early September.
    - 6.2.3. Both playgrounds will be inspected in September however, these will now be brought forward due to some concerns raised over the seats of the swings at Slaugham. For this reason and the requirement for post inspection on the new playground this will be brought forward to next month subject to appointment availability.  
Cllr MacNaughton asked if S106 developers' monies from Slaugham Manor were available to contribute towards any works required – The Clerk to investigate. If the quote for any works is under the threshold this can go ahead, however if further works are required this will need to come before the Council for agreement.
  - 6.3. **Neighbourhood Planning:** To update Members on the referendum results from Thursday 25<sup>th</sup> July 2019 and next steps – The referendum took place on the neighbourhood development plan the results were as follows:  
**Turnout: 24.2 % Yes: 430 (77%) No: 125 (23%)**  
The Referendum version of the Neighbourhood Plan will go before the District Council on the 26<sup>th</sup> September 2019.
  - 6.4. – Also see item 3 – The Clerk requested that the NHP Committee hold a meeting to discuss the policies and recommendations made by the examiner and how the plan will be monitored going forward.  
Cllr Smith request to comment that the result of the referendum was very good for the Parish it achieved what it set out to do, however, it is a very bad result for the people that live at St Martins Close area, on that basis if there comes a time when an application comes forward for housing, he predicts there would be a very negative response, he congratulated the people that organised the HAG campaign they did a superb job, they really challenged the foregone conclusion that this was just going to through. He also made the point that when he decided to become a Parish Councillor his intention was to represent the people he stands for, he is not interested in supporting the District Council of the housing supply, but support the people that elected him so if the people of St Martins don't want housing he will support that, he feels the land should be allotments or a wooded area, it would be better as a recreation use.  
A member of the public added that the Parish Council have a duty to get best use of the asset and that is the best use
  - 6.5. **Community Halls:** To update on both community centres / Finches Field and Handcross  
Cllr MacNaughton updated members of the new hall at Pease Pottage, that it was up and running and gaining momentum. He is monitoring block bookings that run over into a weekend in case they interfere with weekend bookings. The Committee are planning to meet up and ramp up the promotion of the facilities etc. Cllr MacNaughton is looking at the funding that was set a side for a new playground at Hemsley, that would be better suited near the building on Finches Field, he is progressing that with the officers.

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preschool refurb requests 260719) The requests were as follows:

- Centralised double doors to main cupboard: To enable us to fit more of our equipment into the main cupboard.
- Outside Storage/Electricity Cupboard: Request use of the right hand side, as before with some shelving installed to make the space more usable.
- Wall Displays: Provision of a stimulating environment to have more if possible.
- Cup hooks:.
- PVC strip curtain: PVC Strip curtain to the outside area would be beneficial to support the efficiency of the new heating system.

With these minor adaptations and some changes to how we practice, we are confident this would eliminate the need to request external storage, which would be beneficial to both of us.

Please could you send written confirmation that we will be able to continue the running of preschool in the pavilion in September. At this point we would also like to ask when we can expect our new terms and conditions of hire as has been previously mentioned. We would request a response by the end of business on the 3rd August to enable us to be able to plan for September soonest.

The members feel that by allowing further changes the Preschool will predispose the Council to further requirements, that they and the building are not governed by. Council are mindful of their power and duties to provide with regards the use of the sports pavilion under the Public Health Act 1875, s.164 and 1961 s.54. The Clerk reminded Council that as part of the application process when applying for the funding, that they were committed to engaging new opportunities as a multi-purpose venue whilst securing its future as a sports facility, placing the facility back at the heart of the community. It is fair to say with the increase in housing within immediate area and further afield the Council want to be able to deliver the needs of the wider community.

At a meeting held with the Committee in 2018 it was requested that the preschool consider their future plans with increased demand from local development coming forward and their own aspirations to expand, appreciating the buildings limitations. Council were advised at that time that the preschool were looking at procuring their own facility, however, no plans have been shared.

Council also note that the preschool would like a more formal agreement in place so that they can operate as they require. The clerk advised that should Council consider handing the building by way of a lease to a single they may risk contravening certain planning regulations together with any other consents required by law.

Council instructed the Recreation Committee to go back to the Preschool and arrange a meeting to discuss their future plans with a view to giving notice on the building. The Council agreed that a year would be sufficient, but would discuss this further if need be. As a well-supported and recognised asset within the local area, the Council are keen to continue to support and work with the preschool and continue to support and assist with their plans.

- 6.5.2. Fencing – To update members on the remedial fencing works at the new playground – The works are complete, there is further works in relation to the field area to consider going forward. The Clerk will obtain quotes, Cllr MacNaughton suggested that the enhancement monies could be used to fund the new boundary fencing.

6.6. **Planning Committee:** Nothing new to report

## 7. **Chairman's Report:** to review Chairman's updates

- 7.1. Handcross Primary School Parking/Traffic issues – Members to consider Lt Col Dominic Moorhouse CEng MIMechE QTS REME Chair of Governors Handcross Primary School letter request members approval for commencement of the application of S106 funds towards improvements in the area (*ref CoG analysis of HCPS trafficsafety.pdf*)  
The Clerk was instructed to email the relevant parties to attend a meeting to agree the process, funding etc  
Cllr MacNaughton reiterated that it is a county function, it is county land and not a function that should be delivered through S106 monies, this does not lend itself to highway deliverables.
- 7.2. Land Rear of Covert Mead- Update on the highway activities to the rear of Covert Mead – Cllr Read is awaiting an update from Clarions on land transfer. Cllr Read advised that she contacted Clarions and requested that the land is gifted to the Council.
- 7.3. Members Code of Conduct Training – 12<sup>th</sup> August 2019 – Training CONFIRMED – Cllr Colin Smith refused to attend and felt it was expensive. The Clerk advised that each year Council set a training budget for events such as these. Cllr Elliott advised Cllr Smith that she was not sure how else to get him the knowledge that he requested if he refuses to attend training, when they had previously the benefit of a training session. He was asked to reconsider his view, he agreed that he would consider it.
- 7.4. Land Matters – Members to consider engaging a Chartered Surveyor to update Council's asset register Cllr Prescott will investigate, Cllr MacNaughton advised to ensure they are suitably qualified as these can be challenged.

## 8. **Clerks Report – Committee Reports Item 6**

- 8.1. SPC's Quarterly Magazine – Council to update on publication – Cllr Earle and the Clerk – The Clerk to discuss draft with Cllr Earle

## 9. **Finance Matters Payments and receipts June 2019** The Committee is asked to RESOLVE to approve: Payments for month 4 £ 61,609.19 VAT £9,241.50 (July 2019) (*Ref: Bank Reconciliation 0619 - Payment Analysis 0719 Attached*) RECOMMENDATION: The Committee approves the schedule of payments for July 2019 – **APPROVED**

## 10. **Correspondence/Information Items/Publications/Consultations:** cc'd in advance to members

- 10.1. Fabrice Ortariix requesting access to the rec for one session a week for his pizza van Tuesday's 4.30-8.30pm AGREED  
10.2. The Friends of the South Downs are the membership charity working to campaign, protect and enhance the landscape of the Park – 10<sup>th</sup> September walk from the Eight Bells Bolney 10 – 3pm NOTED



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10.3. Re: Consultation - Sex Establishment Licensing Policy 2019 Start Date: End Date: 1 September 2019 cc'd in advance NOTED

10.4. Re: Consultation - Statement of Licensing Policy 2020 End Date: 1 September 2019 cc'd in advance NOTED

10.5. WSCC Survey - Views from District, Borough, Town and Parish Councils on the value and purpose of their local CLC meetings through a survey running until the 30th September (*Ref email 0907*). Cllr Earle to consider response - NOTED

**11. Highways/Footpaths:** to review highways projects/items

11.1. Parish Traffic Calming Project – To report on progress – The funding is in place and Highways are awaiting programme dates from the contractors. Cllr MacNaughton advised that the monies are yet to be released until as a disclaimer is signed. The Clerk has requested a breakdown of the programme duration, scope of works and costs but was advised that this was commercially sensitive information. Cllr Elliott asked the Clerk to chase the officers at Highways as to when this to be expected

**12. Police / NHW Report / Resilience Group Reports**

12.1. Crime Reports cc'd members – NOTED

12.2. EPLG Meetings/Updates – NOTED

**13. Any other matters that the Chairman wishes to raise for future discussion:**

Cllr Read and Cllr Elliott raised various issues with parking in the High Street, these have been raised with highways and Cllr Elliott has a meeting with Nymans in relation to the parking near the bus stop.

Date of next meeting/s – TBC

Signed: \_\_\_\_\_ Date: \_\_\_\_\_