

# SLAUGHAM PARISH COUNCIL

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

## PARISH COUNCIL MEETING MINUTES

Thursday 29<sup>th</sup> June 2017 at 7.30pm in the Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council

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Present: Cllr John Welch, Lesley Read, Bob St George, David Dunn, Julia Elliott, Simon Goyder

Others Present: 4 members of public

- 1 **Apologies for Absence:** Cllr Michael Earle, MacNaughton
- 2 **Declaration of interest from members in respect of any items on the agenda:** None
- 3 **Approval of the Minutes of the Previous Meeting:** APPROVED with the following amendments  
Title two minutes Item 3 comma missing after Clerk - Noted the Clerk we will reissue Cllr Read, St George
- 4 **Open Forum:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance –

Item 11.1 - Members of the Warninglid Traffic/Speed Watch group attended to request Council's support in providing additional traffic calming measures on Cuckfield Lane, Warninglid. The new gateways that were installed last year have not had the desired effect in slowing traffic as they had hoped.

Members agreed to look at this as under the current Slaugham Parish Traffic Calming Project (SPTCP). The group have discussed options with an officer from WSCC, such as the installation of chicanes at a cost of approx. £6k, however it was felt that if significant funds were to be spent then several options should be investigated, such as VAS (vehicle activated signs). It was resolved that these and other options viable would be explored with the Highways Team and fed back to the group. The Clerk asked that the group perhaps advise Council on where they felt the most appropriate locations are for SID or VAS machines etc.

- 5 **Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
  - 5.1 Mid Sussex District Council (MSDC): Feedback from the District Plan Update. Cllr MacNaughton advised the Committee by report - Further hearings of the Examination in Public for the Mid Sussex District Plan will be held on 25<sup>th</sup>/26<sup>th</sup> July 2017 at the council offices in Haywards Heath. Matters for discussion include the 5 year land supply, the trajectory of deliverability and the recent High Court Ruling regarding the Ashdown Forest Special Protection Area.  
Mid Sussex Housing Team exceeded their annual target of 128 units for 2016/17. 168 new affordable homes were completed, 58 shared ownership and 110 for rent. These are located in a wide range of locations across the district including Pease Pottage, Ardingly, Haywards Heath, East Grinstead, Crawley Down, Burgess Hill and Hurstpierpoint. This was a great achievement for our Mid Sussex Housing Team with a good range of accommodation being provided across the District
  - 5.2 West Sussex County Council County Local Committee (WSCC/CLC)
- 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:  
Internal Audit had been completed and no anomalies were identified and the Annual Return had been forward to PKF Littlejohn Auditors.
    - 6.1.1 Freedom of Information Sub Committee – Case in relation to Colin Smith, Coos Lane, Slaugham requests for copies of the Clerks expenses for a period of 4 months have been provided to him and the case has been closed. An additional 6 requests for information have been received, in addition to a request for an internal review which this group is currently progressing.
  - 6.2 Recreation: Cllr Goyder to look at the S106 Agreements for the Hyde Estate to look at the monies coming forward for Community Building that can be costed to the refurbishment of the Pavillion, Cllr Goyder and the Clerk to progress with Ken Boyle
  - 6.3 Neighbourhood Planning: To update on progress: Cllr Elliott advised that the draft plan has now been finalised. The Committee have reviewed and agreed the submission draft which has been forwarded to MSDC for review in readiness for regulation 14. It is hoped that alongside the work that MSDC has with the District Plan that we should have the plan back with any comments by early August, at which time it will then be issued under regulation 14 for 6/8 weeks \*due to holiday. This will be advised ahead time once we have the plan back from MSDC. Council RESOLVED that the Plan progress to the next stages as recommended by the Committee. Cllr Welch and Cllr Elliott with the assistance of the Committee are currently progressing funding from My Community.

- 6.4 Community Halls: Finches Field to update on progress  
The Clerk advised that the TPO's had been received for the site. Cllr Welch, Goyder and MacNaughton met with the architects CTG David Ross to look at the plans and proposed changes. However, these would have resulted in SPC amending the current planning application and delaying the scheme. It was also felt that the existing scheme was fit for purpose even if there were potential savings to be made. Other changes that were agreed in line with ensuring security, dividing walls, storage etc. were agreed on. The architect felt that the scheme could still be delivered within the current funds available.  
The Development and Lease was signed along with the Statutory Declaration on the 29<sup>th</sup> June 2017.

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

- 7.1 The Bus Stop Tilgate Forest Road North, is a post in the hedge without a shelter which is under utilised, they are two other bus stops close by so Richard Speller at WSCC is looking at its removal.  
7.2 VAS sign north of the surgery was reported to Richard Speller to report that it wasn't working a power supply issue or foliage issue was resolved.  
7.3 The Church Warden of St Mary's Church, Slaugham contacted the Chairman about additional car parking some using some their land to the rear, the Warden noted that an agreement from WSCC has been sourced to allow access to the field to create additional parking, to date this agreement has come through SPC's planning notices.

**8. Clerks Report**

- 8.1 UPDATE Installation of defibrillator – Cllr's Earle/Welch are in discussions with the Hardware Store and the National Trust about the location - In progress.  
8.2 Lower Ashfold DM/17/1491- Members are asked to consider the building of a garage and driveway walls at Lower Ashfold on land that is leased to Slaugham Parish Council. Retrospective application has come forward for the development which was determined by the Planning Committee that this is a matter in law not planning and brought to Council to investigate further. Cllr Welch to review the maps further, ratify the lease, covenants attached etc and advise the land owner as lease holder of the land. Council are currently awaiting on Certificate B Notice. Certificate B Where the applicant does not own the whole of the site (or is a joint owner) a declaration that Notice has been served on the other owner(s)\*. The name and address of the person(s) on whom Notice has been served should be listed, together with the date on which the Notice was served (which must not be later than the date of the application declaration).  
8.3 UPDATE Proposals for the redevelopment of land south west of Handcross Primary School Access across the Recreation Ground, Handcross. Cllr Earle - In progress

**9 Correspondence/Information Items/Publications/Consultations:**

**10 List of Accounts for Payment:** To review list of accounts for payment

- 10.1 List of payments June 2017: APPROVED Cllr Dunn, Goyder  
£3287.29 VAT £98.97 Total £3386.26

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

- 11.1 Parish Traffic Calming Project – To report on progress  
Warninglid REQUEST FOR INCLUSION following the trials with a Speed Indicating Device (SID) on loan for several weeks from West Sussex CC Highways Department, Richard Speller has suggested one or two small chicanes (quarter width of road) would be appropriate. These would be modest in cost, of the order of £6000 each.  
Cllr Elliott and the Clerk are attending a meeting with the Highways team on the 27<sup>th</sup> July to look at the data collated that has been collected from the various sites over the last 6-8 weeks, from there they will settle the design proposals and next stages of the programme.

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

- 12.1 Crime Reports cc'd members

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

- Cllr Read reported grass verges Horsham Road, Handcross are over grown agreed to contact highways
- Cllr Dunn reported that the Warninglid Primary School is low on numbers
- The Clerk requested the Council employ a booking Secretary for the Pavilion, Handcross. The Clerk to produce a draft job proposal/specification.

**Date of next meeting/s – 27<sup>th</sup> July 2017**

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