

SLAUGHAM PARISH COUNCIL



Parish Council Meeting Minutes

Thursday 26th January 2023 at 7.30pm – The Sports Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council Email clerk@sloughampc.co.uk Website: <http://www.slaughampc.co.uk>

Press and Public are welcome to attend - **Public attendance at Parish Council meetings** - The Parish Council is an open and transparent local authority and encourages public attendance at meetings. However, the Council is maintaining COVID precautions. You should not attend a meeting in person if:

- you have coronavirus symptoms: a high temperature, loss or change to sense of smell or taste, a new continuous cough.
- if you have tested positive for COVID-19 or are waiting for a test result.

Keeping us all safe: When you attend the meeting, keep yourself and others safe by following the Government's guidance at all times

Present: Cllr Jane MacNaughton, Lorette Holborn, Lesley Read, David Dunn, Eric Prescott, Julia Elliott (Chair), Bob St George

Others Present: District Cllr Kristy Adams, 3 members of public

- 1. Apologies for Absence:** To receive and accept apologies for absence; Cllr Michael Earle
- 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 3rd December 2023** -To receive and accept the Minutes Cllr Eric Precott, Cllr David Dunn
- 4. 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 in respect of items on the agenda
- 5. Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
 - 5.1. Mid Sussex District Council (MSDC):** Press Release/s updates *cc'd in advance*
 - Letter to Town & Parish Councils 21st December** - Cllr Jonathan Ash-Edwards Leader of Mid Sussex District Council Following the close of the public consultation on the Regulation 18 draft District Plan Review, wrote to thank Councils for their engagement in the process and explain the next steps. cc'd all in advance.
 - Levelling Up White Paper** – <https://www.gov.uk/government/news/communities-put-at-heart-of-planning-system-as-government-strengthens-levelling-up-and-regeneration-bill> The government's attempt to describe the problem it has pledged to solve and its strategy to solve it. It set out 12 'missions' to reduce regional inequality in many dimensions, both economic and social, by 2030, and proposed set of structural changes and policies to achieve them. Michael Gove has given the housing sector until March 2nd to respond to a consultation over major revision of national planning policy, which delivers on the [compromise deal](#) agreed with backbench housing rebels before Christmas. As promised by the housing secretary [earlier in December](#), the [consultation](#) on reform of the National Planning Policy Framework (NPPF), finally published on 22nd December 2022, spells out a raft of measures weakening the policy requirements for councils to have to plan for more homes. These measures include dropping the requirement to review green belt land in order to deliver a local area's housing need, dropping the duty to co-operate between authorities to deliver housing targets, and the setting out of a whole raft of other reasons why authorities might be able to justify not meeting the housing numbers produced by the government's "standard method" formula. MSDC are consulting professional Council to see if they can reduce their current numbers.
 - District Council Tax** - The Council is proposing modest increases to some fees and charges to help offset the rising cost of providing Council services. Council Tax is recommended to increase by 2.75%, which is £4.95 for an average Band D property. Even with the proposed increase Mid Sussex will remain one of the lowest Council Tax areas in Sussex and below the current government cap of 4.99%
 - The Council is also proposing to invest in the expansion of its kerbside garden waste collections subscription service.** There is currently a waiting list for the popular service and investment would enable an additional 7,500 residents to benefit from fortnightly garden waste collections. Expanding bulky waste collection service to help reduce fly tipping.
 - Food Waste Trial** – This is going really well 88tons collection in the first 11 weeks of the trial.
 - In 2023/24 Mid Sussex District Council will continue to progress several flagship investment projects including, £1.5 million of improvements in four major parks and play areas, the delivery of more temporary housing and construction of a new Centre for Outdoor Sports to the west of Burgess Hill.
 - Elections Voter ID** – This required for the next election. Click [here](#) for more information.
 - Electric Car Charging Points** – There are now 60 charging points across mid Sussex district and now looking to expand.
 - Affordable Homes** – 277 homes have been delivered
 - Neighbourhood Plans** - 20 Parishes have adopted made plans across the district averting speculative development.
 - The Bluebell Railway** – Plans to extend from Horsted Keynes to Ardingly.
 - Leisure - Discounted offers for leisure facilities
 - Winter Plan – There were 5 rough sleepers identified who are now in housing.
 - Army Veterans – There are 31800 army vets in the district. The Council are doing training on how to support them.
 - 5.2. West Sussex County Council County Local Committee (WSCC/CLC)** – Press Release/s updates *cc'd in advance*
- 6. Committee Reports:** to receive and note committee and advisory group updates
The Committee Chairmen will provide an update, Council to consider the RECOMMENDATIONS: Papers for the meeting were cc'd in advance:
 - 6.1. Finance & Policy Committee:** To update members on current activities: To approve meeting/briefing notes
 - To approve meeting minutes 18th January 2023 **APPROVED**
 - Members are asked to review and approve the following as recommended by the Finance & Policy Committee:
 - 6.3.1. To review and approve the Income and Expenditure Year Ended 31st March 2023 **APPROVED**
 - 6.3.2. To review and approve Trial Balance Current Year **APPROVED**

6.3.3. To review and consider the proposed Budget for 1st April 2023 – 31st March 2024 – The Committee recommend an increase of £13k to the overall Precept to £136000k. As set out in the financial reports cc'd in advance, extract of movements below. The Committee recognise that some areas of expense may increase, but have made a modest increase due to the current cost of living crisis. This will mark a small increase of £0.18 pence from £76.16 Band D property to £76.34 Proposed Cllr Dunn, second Cllr Prescott **APPROVED RESOLVED**

| | | | | |
|------|---|-------------|-------------------|--------------------|
| 4100 | Salaries | £ 50,000.00 | £ 52,500.00 | £ 2,500.00 |
| 4130 | Insurance | £ 5,000.00 | £ 5,100.00 | £ 100.00 |
| 4133 | Postage | £ 200.00 | £ 50.00 | -£ 150.00 |
| 4138 | Tel/Broadband | £ 800.00 | £ 1,000.00 | £ 200.00 |
| 4144 | Misc Expenses | £ 50.00 | £ 100.00 | £ 50.00 |
| 4300 | Bus Shelters | £ 200.00 | £ 500.00 | £ 300.00 |
| 4401 | HX Playground | £ 400.00 | £ 1,000.00 | £ 600.00 |
| 4411 | HX rec | £ 1,000.00 | £ 400.00 | -£ 600.00 |
| 4412 | Ground Rent MacNaughton Hall (revised code) | £ - | £ 350.00 | £ 350.00 |
| 4413 | Parish Assets | £ 1,000.00 | £ 500.00 | -£ 500.00 |
| 4414 | FF C. Centre | £ 500.00 | £ 2,500.00 | £ 2,000.00 |
| 4416 | Pav. Refund | £ 500.00 | £ 250.00 | -£ 250.00 |
| 4417 | Donations | £ 500.00 | £ 1,000.00 | £ 500.00 |
| 4500 | Energy Charges | £ 3,750.00 | £ 5,000.00 | £ 1,250.00 |
| 4610 | NHP | £ 1,500.00 | £ 8,150.00 | £ 6,650.00 |
| | | | Difference | £ 13,000.00 |

6.3.4. To approve and adopt the recommended budget for the financial year 1st April 2023 – 31st March 2024 **APPROVED RESOLVED**

6.3.5. To issue precept demand to the Mid Sussex District Council the collecting authority. **APPROVED**

6.3.6. Appointment of Internal Auditor 2022/23: The Council is asked to review the requirement for the appointment of Internal Auditor (*Internal auditor schedule cc'd in advance*). Mr P Frost Proposed Cllr Prescott second Cllr Bob St George **APPROVED**

6.3.7. To consider the Income and Expenditure Report/s Financial Monitoring 2022/23 **APPROVED**

6.3.8. To update members on projects:

6.4. Neighbourhood Planning:

Land at St Martin Close - The Neighbourhood Plan indicates that the site is suitable for development between 2017 – 2022 – Update members on current progress with options and lawful requirements of the site pending document review and future meetings: The Committee met on the 17th November 2022 & 24 November 2022 the minutes of which are currently in draft *cc'd in advance* – These are available on the website [here](#). It is the intention of the Committee to hold a public meeting in February to discuss the reports gather comments with a view to considering next steps. The Chair asked that members respond to the Clerk with their availability. The Clerk is on leave from the 7th of February until the 10th February. A tentative date for consideration is the 16th February TBC. The meeting will be widely advertised giving the residents and interested groups the opportunity to attend.

6.5. **Planning Committee:** Members to consider updates: To approve meeting minutes of meeting/notes and minutes: The Committee met on 8th December, 26th January.

Cllr Prescott raised the Rampion 2 works and traffic implications for the Parish. Council to consider a letter to Highways to better understand traffic measures that will be in place to support local networks during construction phases.

7. **Chairman's Report:** to receive verbal report for the Chair

8. **Clerks Report** – to receive verbal or written report from the Clerk

8.1. Elections – Council to hold Council Surgeries to share outgoing Cllr experiences and help recruit for the Council as some members are standing this year. The Clerk to design flyer and share with Council.

8.2. Nominations open on the 21st March and are open for 11 days. Please go to the Districts website for more information on nomination packs etc <https://www.midsussex.gov.uk/elections-voting/upcoming-elections/>

Key Timetable Dates

The key dates that voters, prospective candidates, and election agents will wish to know are:

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|--|--------------------------------|
| Notice of Election Published | Monday 20 March 2023 |
| Candidate Nominations Open | Tuesday 21 March 2023 |
| Candidate Nominations Close | Tuesday 4 April 2023 at 4.00pm |
| Electoral Registration Deadline | Monday 17 April at 11.59pm |
| Application for a Postal Vote Deadline | Tuesday 18 April at 5pm |
| Application for a Proxy Vote Deadline | Tuesday 25 April at 5pm |

9. **Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve: Bank Reconciliation for month December 2022 Approval in line with scheme delegation (Ref: *Bank Payment Analysis attached*) **RECOMMENDATION:** The Committee approves the schedule of payments for December (part) January 2023 –

Total Payments January 2023: Total Amount £11,365.95 VAT £668.71 Total £10,697.24

Bank Statement November 2022

Treasurers 24/11/2022 £1,140.00
Business Investment 24/11/2022 £99,683.15
Total 100,823.15

Bank Statement December 2022

Treasurers 30/12/2022 £ 1,000.00
Business Investment 30/12/2022 £93,154.07
Total £94,154.07

Proposed Cllr Prescott Second Cllr MacNaughton **APPROVED RESOLVED**

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

10.1. *Levelling Up and Regeneration Bill* <https://www.gov.uk/government/news/communities-put-at-heart-of-planning-system-as-government-strengthens-levelling-up-and-regeneration-bill> See item 5.1

10.2. *LTIP0088 Handcross Project Update – WSCC Improvements at Handcross Primary School – The Council have been advised that County have unfortunately discovered a number of utilities under the ground which have negatively adjusted the value for money WSCC would get from this scheme. Currently the estimated diversion costs sits at £100,000, including the estimated build cost of £200,000 the total of this scheme would be in the region of £300,000 +. –*

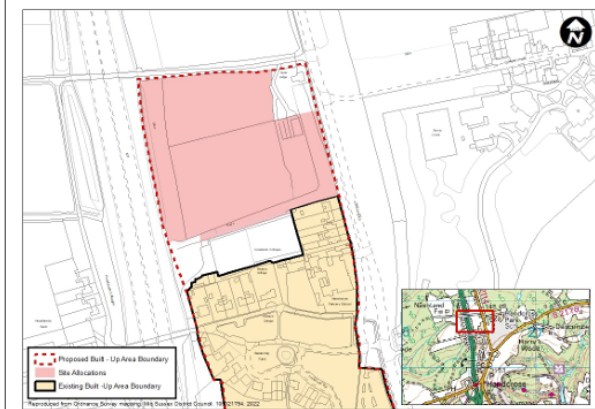
The current proposal whilst addressing concerns raised by the school, does not address the schools request for additional parking and whilst they have supported individual parts of the proposed scheme, overall they were concerned with the reduction in parking. Given the rising costs from our current investigations and discussion internally with project officers and area highway manager, we have concerns this would not be a value for money scheme for the council. Following this internal discussion we have received permission from Cllr Bruce Forbes to remove this scheme from our pipeline programme and 'shelve' it, to revisit in the future if substantial funding becomes available. It may be possible to progress parts of the proposal separately dependent on evidence of need and support but this would be best guided through community highways process initially. Any current funding held against LTIP0088 remaining would be returned to support other highway schemes within the community which meet the criteria for accessing it.

The Clerk suggested that perhaps the District could help with improvements to the area as part of the allocation in District plan next door SHELAA Site 1106 <https://www.midsussex.gov.uk/media/8746/district-plan-reg-18-consultation-version-accessible.pdf> referenced DPH28: Land at Hyde Lodge, Handcross a new retirement village. <https://www.midsussex.gov.uk/planning-building/mid-sussex-district-plan/district-plan-2021-2039-site-allocations-evidence-library/>

The objectives talk about a pedestrian access in the south-east corner of the site. This indicates that the access to the site will be the lodge itself. However, as it is extending the built-up boundary could more pressure be put on the County to improve the area, access to the school as part of the allocation be it through infrastructure s106. The challenge is not necessarily the money but the space. District Cllr Adams to explore further.

DPH28: Land at Hyde Lodge, Handcross

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|----------------------|------|--|-----------|
| SHELAA | 1106 | Settlement | Handcross |
| Gross Site Area (ha) | 3.0 | Number and type of older persons accommodation | TBC |



Policy Requirements

Land at Hyde Lodge, Handcross is located on the northern side of the village and is well located to services including health care. The type and yield from the site will be confirmed following regulation 18 consultation.

The General Development Principles in Policy DPH4 will apply to this site.

Objectives:

- Provide access from the B2114 London Road.
- Extend the 30mph speed limit northwards (to be discussed with the Highways Authority).
- Provide a pedestrian access in the south-east corner of the site where there is an existing gateway.
- Retain the existing rural character of London Road.
- Take a landscape-led approach to development
- Undertake a LVIA to inform an appropriate layout, design and landscaping to conserve and enhance the High Weald AONB.
- Take into account the objectives of the High Weald AONB Management Plan, the High Weald Housing Design Guide and the Colour Study.

- The design and layout of the site should reflect a transition from the built environment to the rural countryside.
- The design and layout of the site should reflect the rural character of the settlement and avoid being too urban or suburban.
- Careful design to take into account and mitigate any impacts from noise and air quality from the A23.
- Retain the character of Hyde Lodge and its gardens.
- Retain and enhance mature trees/ hedgerows on site boundaries and the tree belt in the west of the site.
- Upgrade bus stop infrastructure, for example, bus shelter and real time information.

10.3. WSCC has today launched a public consultation to change the age range at Woodgate Primary school in Pease Pottage to include the nursery. We are following the process set out in Making significant changes ('prescribed alterations') to maintained schools Statutory guidance for proposers and decision-makers October 2018 <https://yourvoice.westsussex.gov.uk/woodgate-primary>

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

11.1. Council Members to audit grit bins and Cllr Bob St George to coordinate refilling those that need it.

12. Police / NHW Report / Resilience Group Reports

12.1. Crime Reports cc'd members – Updates issued to members in advance

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

Date of next meeting/s – 23rd February 2023

Signed: _____ Date: _____