



# SLAUGHAM PARISH COUNCIL

## Parish Council Meeting Minutes Meeting to be held on Thursday 24<sup>th</sup> September 2020 at 7.30pm Virtual Meeting

Sally Mclean - Clerk to the Council

Email [clerk@slaughampc.co.uk](mailto:clerk@slaughampc.co.uk) Website: <http://www.slaughampc.co.uk>

**Present:** Cllr Julia Elliott, Pete Clark, Eric Prescott, Lesley Read, Lorette Holborn, Bob St George,

1. **Apologies for Absence:** To receive and accept apologies for absence. Cllrs Nick Dale, Andrew MacNaughton, Michael Earle
2. **Declaration of interest from members in respect of any items on the agenda:** To record any declarations of interest
3. **Approval of the Minutes of the Previous Meeting held on 27<sup>th</sup> August 2020:** To receive and accept the Minutes  
*Items marked with an asterisk have been deferred, there will be no updates made. APPROVED Cllrs Clark & Prescott*
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 – **COVID 19 – This meeting will be held virtually in accordance Coronavirus Act 2020 Section 78 (1d).** *Members of the public are invited to attend the virtual meeting using Microsoft Teams. If you wish to attend, please email the [clerk@slaughampc.co.uk](mailto:clerk@slaughampc.co.uk).*

One member of the public (MOP) - Request for access to the toilets at the Sports Pavilion whilst playing boules during the week and matches circa 3 times a week. The club consists of mature members that are regular users. They would be happy to meet and work with Council on a risk assessment and cleaning regime so that they can safely reopen. Chair Cllr Elliott advised that members of the Recreation Committee discussed the request to open the toilets at the Pavilion to both the Football and Pétanque, that their primary concern was for everyone's safety particularly the Pétanque. Cllr Clark, Chair of Recreation advised that the committee are working on their COVID policies and procedures so that they can safely re-open the facilities in accordance with government guidelines ensuring that this fulfils the legal responsibilities under health and safety law. If we open to the Pétanque we must open to the Football Club also, but do not have enough facilities to permit that allowing for the adequate COVID restrictions, social distancing, cleaning regimes etc. The preschool has re-entered the building under government guidelines under their own COVID policy and are self-managing and are the only user. They are using the front patio doors and disabled access to allow for social distancing, hand washing on entering the building rendering the disabled area part of their COVID requirements. So, unless the area is fogged, deep cleaned between users the space is restricted to the Preschool, ensuring where possible that there is no cross contamination.

Cllr Elliott reiterated that the Parish Council is responsible for following the rules and for keeping everybody safe and there are certain guidelines that require a certain length of time (*being 72 hours*) between users, or certified cleaning that needs to be done. The committee are steadfast in finding a solution to opening the building COVID safe for everyone. The Clerk provided an apprise of the work that had been done so far, the timescales and their ongoing commitment to this. Once complete, they will be in a position to meet with the Pétanque and the Football Club. Cllr Clark asked for a copy of the Pétanque's COVID policy and risk assessment. Cllr Elliott advised that if between the Football and Pétanque they can work a time frame where by they can use it and abide by the certified times required that could be looked at. The MOP suggested a meeting and the Chair asked that he contact the Clerk to arrange.

5. **Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
  - 5.1. Mid Sussex District Council (MSDC):
    - Mid Sussex has four Public Space Protection Orders (PSPOs) relating to dog control. The measures are in place to protect the local environment and deter irresponsible dog ownership. Consultation at [www.midsussex.gov.uk/dogcontrolconsultation](http://www.midsussex.gov.uk/dogcontrolconsultation) for six weeks starting on Thursday 10 September.
    - Clair Hall to be regenerated it is over 50 years old and has been closed since 19 March 2020 to reduce the spread of coronavirus. At a meeting of Cabinet on Monday 14 September it was agreed that Clair Hall will remain closed permanently and Council officers should explore options for the regeneration of the site; including the provision of a modern community facilities, either as part of any future regeneration of the site or at another location within the town centre.
    - The demolition of a redundant former library building in Burgess Hill is set to start next month after proposals were approved by Mid Sussex District Council. Demolition of the former library building will allow NewRiver REIT to progress its plans for a mix of new leisure attractions, community facilities, retail units and restaurants in the heart of Burgess Hill. A revised planning application for new flats, shops, a gym, bowling alley, 10 screen cinema and Travelodge hotel were approved by Mid Sussex District Council on 3 September.
    - Elections Boundary Review – cc'd to all in advance
      - 5.1.1. Hemsley's Meadow & Finches Field Draft Park Improvements Masterplan - <https://www.midsussex.gov.uk/leisure-sport/parks/> Council to consider response to draft masterplan – No update at this time
  - 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 Committee:** The Clerk to organise a budget review meeting
- 6.1.1. Handcross Enhancement Projects** – Update on the initiation of future village centre enhancement projects proposed/funding COVID 19
- 6.1.1.1. Street Lighting –Column and Lantern Replacements 4 Columns in Covert Mead - Funding update, the Clerk is still investigating options with the S106 monitoring officer
  - 6.1.1.2. Refurbishment of the Public Toilets –\* *DEFERRED*
  - 6.1.1.3. Recreation Ground CCTV – To update members on quotes -\* *DEFERRED*
  - 6.1.1.4. Planters/Sleepers Nymans Bus Shelter – Council to consider design and costs (*briefing note cc'd in advance*) Cllr Read, Clark
- 6.2. Recreation: To update members on current activities**
- 6.2.1.1. Contractor update windows Handcross and toughed glass – the glass isn't safety glass the contractor is discussing with their manufacturer as the fault is there, our agents are working with them. Cllr Clark to call contractors to advise where they are with this, the Clerk to issue the details.
  - 6.2.1.2. Allotments – Handcross/Warninglid Audit Update – the clerk is still working on updating the system
  - 6.2.1.3. Haul Road – To update members on recreation ground reinstatement, boundary fencing works – the grass is growing back, fencing is complete, with the exception of the gates. The Clerk issued the license to committee which specified new gates. The Clerk issued these the site manager with a view to replacing the gates in accordance with the license agreement. Cllr Clark asked that the Clerk contact them again or the Council will instruct a contractor and reclaim the costs.
  - 6.2.1.4. St Dunstan's – Acquisition of the land behind the allotments in Horsham Road, Handcross known as St Dunstan's– The committee is discussing legalities of the sale with the Charity before survey. Cllr Read is investigating the possibility of a new footpath that will link St Martins / Park Road to St Dunstan's. with the PROW.
  - 6.2.1.5. **COVID 19 – Handcross/Pease Pottage Centre Closures** – Council to consider the re-opening in accordance with recent Government recommendations. Cllr Dale is working on the risk assessments method statement for both facilities for opening up please also see Item 4 - Cllr Clark reiterated the requirement of 72 hours and, or fogging for a multipurpose facility between users. Cllr Smith added that some of the fogging solutions do not work, he would be happy to advise and give advice on the active ingredients.
  - 6.2.1.6. Litter to include bins – Members to consider relocation of the litter bin by the playground on the recreation ground Handcross – The bin is being filled on a Friday, this was not happening whilst the preschool was on not on site and is only full on a Friday/over weekend whilst they were not using the facility. The Clerk to contact the preschool manager to check if there are using the bins.
- 6.3. Neighbourhood Planning:**
- 6.3.1. Land at St Martin Close East**, the Neighbourhood Plan indicates that the site is suitable for development between 2017 – 2022 – Update
- 6.3.1.1. Community Land Trust Proposal update (*17<sup>th</sup> September Meeting*). Aster have advised that they would be happy to acquire the whole site for Council to consider this they require a more structured proposal. Aster advised that they have access to grant funding for development of social and housing in perpetuity. The Council are not developers the current draft is not detailed enough to inform members not being developers etc, on that basis the Committee asked for a more detailed proposal – This should be ready before the end of October.
- 6.3.2. Submission Draft Site Allocations DPD (Regulation 19) | Consultation | 3rd August 2020 to 28th September 2020** - Mid Sussex District Council is publishing its Submission Draft Site Allocations DPD for consultation on the 3rd August 2020. <https://www.midsussex.gov.uk/planning-building/development-plan-documents/> Council to consider committee planning consultant response to consultation – Includes the reserve site St Martin Close West - APPROVED
- 6.4. Planning Committee:** Members to consider updates
- 6.4.1. Boundary Matters** – To review current matters and receive updates Common Land, Coos Lane – The Clerk/Cllr Prescott – License update – Cllr Prescott and the Clerk to meet to review license requirements
- 7. Chairman's Report:** to review Chairman's updates
- 7.1. Parking Scheme** – To update members on progress update from National Trust and project funding progress – The Clerk contacted Nymans awaiting update from the Manager there is no progress currently. Parking generally to be added to the Highways section of the agenda. This item will be removed.
- 8. Clerks Report –**
- 8.1. SPC's Quarterly Magazine** – Council to update on publication – the Clerk is updating the website with the relevant information, the magazine will be hold for now. This item will be removed from the agenda.
- 9. Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve: Bank Reconciliation for month August 2020 Approval in line with scheme delegation RESOLVED  
(Ref: Bank Payment Analysis attached) **RECOMMENDATION:** The Committee approves the schedule of payments for September 2020 – **APPROVED**

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

- 10.1. Crama Romanesca – Assistance request from local residents with regard to the noise, rubbish and pest infestation on site – Cllr Lorette Holborn advised that parties have been held with lots of people attending. Repairs are happening to the roof so it would appear that they are back in the building. There are predominately holding family functions, with more than 6 people attending. MSDC are being advised that they are holding wedding parties. The Clerk advised that perhaps the owners of the site should be contacted with regards the future of the site Cllr Holborn to coordinate.

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

- 11.1. Parish Traffic Calming Project – Nothing new to report the Clerk is chasing  
11.2. Gully clearance Coos Lane – Cllr Smith has not had a reply from Highways – this is a statutory requirement that they are not fulfilling.  
11.3. Hampshire Hill Junction Coos Lane exposing c35ft drop – Cllr Smith is following this up with County.  
11.4. Brighton Road Pease Pottage – Speed reduction request Cllr Holborn has completed the application paperwork, this has been refused by WSCC Highways - Richard Speller responded with new contact information, the Clerk to contact him with regards some of the issues Slaugham have reported that have not progressed.

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

- 12.1. Crime Reports cc'd members – Updates issued to members in advance Cllr Holborn is on the circulation and will share any updates received  
12.2. EPLG Meetings/Updates – Updates issued to members in advance

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

Cllr Bob St George zebra crossing...unfortunately Cllr St George was lost virtually at this point?

Litter Picker Brenda is reducing her hours – The Council are asked to monitor the litter in the village and whether the Council are to employ another picker or look at options. The finance committee to consider under policy and regulations should and when this is required.

**Date of next meeting/s – 29<sup>th</sup> October 2020**

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