

SLAUGHAM PARISH COUNCIL



Parish Council Annual Meeting MINUTES

The Council Members are summoned to a Meeting to be held on
**Thursday 26th May 2022 at 7.30pm – Sports Pavilion, High Street,
Handcross**

Sally Mclean - Clerk to the Council

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

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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: Cllrs Julia Elliott, Eric Prescott, Colin Smith, Lorette Holborn, David Dunn, Lesley Read, Jane MacNaughton

Others Present: 1 member of public, the Clerk, District Councillor's Gary Marsh, County Councillor Bruce Forbes

The current Chairman of Council will be Chairman of the Meeting until the conclusion of Item 1. If there is no current Chair then the Clerk will take the meeting until Item 1

- To elect the Chairman of the Parish Council and receive declarations of office:** Cllr Julia Elliott - Proposed Cllr Eric Prescott Second Cllr David Dunn APPROVED
- To elect the Vice Chairman of the Parish Council and receive declarations of office:** Cllr Michael Earle - Proposed Cllr Eric Prescott Second Cllr Jane MacNaughton APPROVED
- To report any changes to Councillor Register of Interests:** None
- Apologies for absence and declaration of interest from members in respect of any items on the agenda.** Cllr Bob St George, Cllr Michael Earle
- Approval of the Minutes of the Previous Meeting.** Parish Council Meeting **28th April 2022** previously distributed Proposed Cllr Lesley Read, Second Cllr David Dunn
- 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

Member of the public was pleased to see the work taking place locally to improve the area with planters etc The Clerk is in contact with BT to remove the old telephone box.
- To appoint Standing Committees for the Year 2022/23** The Council is asked to confirm the membership of the standing Committees.
- Appointment of representatives to other organisations for 2021/22** The Council is asked to confirm the appointment of its representatives on other organisations, the current list of members below are based on 2021/22 the minutes for this meeting will resolve those allocated for 2022/23
 - Planning** – considers planning applications deals with Street Lighting, Highways (incorporating traffic calming, pedestrian safety, traffic management and highway lighting) and Emergency Planning:
Current Members: Cllrs Eric Prescott (Chair), Bob St George, Lorette Holborn, Lesley Read, Lorette Holborn and co-opted Member Ken Boyle
 - Neighbourhood Planning Committee** - To develop a Neighbourhood Plan, for a sustainable and vibrant thriving rural community, driven by the needs and aspirations of the people in Slaugham Parish
Current Members: Cllrs Eric Prescott (Chair), Bob St George, Lorette Holborn, Lesley Read, David Dunn and Julia Elliott
 - Finance** – deals with finance matters, proposals for budgets, projects, financial policy matters etc:
Current Members: Cllrs Michael Earle (Chair), David Dunn, Bob St George, Lorette Holborn, Eric Prescott and Jane MacNaughton
 - Recreation** – deals with all matters concerning the Recreation grounds, Playgrounds and Allotments:
Current Members: Cllr's Lesley Read (Chair), Julia Elliott, Lorette Holborn, Jane MacNaughton and co-opted members Ken Boyle, Sim Johnson, Martyn Lloyd, Andy Musgrove and Carol Whiteford.
- Appointment of representatives to other organisations for 2022/23** The Council is asked to confirm the appointment of its representatives on other organisations. Members each take a subject as their special interest and report to Council, currently we have the following:
 - Disabled, Care in the Community: Cllr Julia Elliott
 - Children and Youth Matters: Cllr Michael Earle
 - Footpaths: Cllr's Lesley Read
 - Highways to Inc Bus Services: The Clerk
 - Charities /Funding: Cllr Michael Earle / The Clerk
 - Community Centres: Recreation Committee
 - Allotments: Cllr Lesley Read
 - Trees: Recreation Committee - Appointed Tree Warden Sussex Tree Surgeons, Cllr Colin Smith
 - Emergency Resilience Planning: Cllr Lorette Holborn, Colin Smith
 - Crime Prevention: Cllr Lorette Holborn, Colin Smith

Parish Council Representatives with Outside Bodies Council representatives on outside bodies will receive notice of meetings by email and may take forward any relevant comments from the Parish to those meetings and report back to Council.

WSALC - Sussex Association of Local Councils Protect and promote the interests, rights, functions and privileges of member councils. Assist Councils in the performance of their duties and to promote and develop the social, cultural and recreational life of towns, parishes and villages. Promote widespread and well-informed interest in Local Government.

The Clerk

Mid Sussex Association of Local Councils (MSALC) - The MSALC is a group forum for all Local Authorities in Mid Sussex to enable the pooling of ideas, discussing items of mutual interest and where necessary, making representations to District and County Authorities). **Cllr Michael Earle, The Clerk**

Action in Rural Sussex (AIRS) Provides help and advice to Local Authorities and Residents Associations on Local Action Plans, Village Appraisals and surveys. It highlights problems specific to rural areas and will try to create a climate in which rural businesses and communities can prosper). **Cllr Bob St George**

Campaign for the Protection of Rural England – Protects and concerns itself with inappropriate, or any, development of sensitive areas of the rural countryside. Campaigns inside and outside Parliament in the cause of Rural Conservation. Local Branches seek to influence planning and development control policies of public authorities and private developers. **Cllr's Colin Smith, Cllr Lorette Holborn**

Central Mid Sussex County Local Committee (CLC) - County Local Committees are designed to make sure that local people can help shape the 80% of services provided by the County Council. That's everything from schools and libraries to roads and pavements, from Social Services to the Fire Rescue Service. They also have the local community fund, which enables us to make small grants to initiatives to help our local communities. **Cllr Michael Earle**

9. Matters from District & County Councillors: to receive verbal reports from representatives of other authorities

9.1. Mid Sussex District Council (MSDC): Press Release/s *cc'd in advance* District Cllr Gary Marsh

- Slaugham Garden Nursery: Monitoring of the site activities is working well. The Tree officer is expected at the site alongside County Cllr Bruce Forbes and Planning officer. Culvert clearance etc is to be organised.
- Lydhurst Estate application was approved at LPA Committee. There were concerns regarding the highways/traffic intensification, but 99% goes East - West as opposed North - South in their opinion. Cllr Prescott advised that the feedback received from deliberations was that their enthusiasm for the project was not matched by the village. There appeared to be some distain for the conservation area and whilst it was said that there is not a lot of traffic in the village, if you live there, there is a lot of traffic and if you are elderly you are threaten by that traffic. A member of the planning committee who attended to speak on behalf of the village pleaded for conditions to be implemented should the traffic consultant modelling be wrong. This will not impact them or the Estate directly but there will be a lot of disadvantages for the village. It was felt that the village were let down by Highways, their local members and the LPA because this was not considered and there is no recourse for the village without conditions applied to re-evaluate the entrance. Cllr Marsh added that the landowner stated that should the modelling be inaccurate that they would reconsider the entrance should the traffic be an issue for the village in the future.
- Cllr Prescott asked that the planning team continue pressing The Hollies EF/22/0050 planning irregularities.
- Cllr Smith advised that there are containers on the land at Slaugham Garden Nursery Cllr Marsh asked for the information to be forwarded to him.
- Cllr Smith asked if a post can be installed to indicate the drain near Brook Cottage in the event of flooding ahead of the winter, Cllr Marsh and Cllr Forbes will inspect the area with the Highways Officer.
- Tree Officer – Irene Fletcher has not been obliging in assisting the Parish Council with protecting the trees adjacent to the new developments that have significant public amenity value but under threat constantly from neighbouring properties.

9.2. West Sussex County Council County Local Committee (WSCC/CLC) – Press Release/s updates *cc'd in advance*

Cllr Bruce Forbes nothing new to report

- Cllr Prescott requested an update on Warninglid School site? As we understand it as a school County could give themselves permission for development, however as it is no longer a school it cannot – Cllr Forbes agreed to find out.

10. Committee Reports: to receive and note committee and advisory group updates

The Committee Chairmen will provide an update, Council to consider the RECOMMENDATIONS:

10.1. **Finance & Policy Committee:** To update members on current activities: To note/approve meeting minutes 6th May 2022 (*cc'd in advance*) APPROVED – The next meeting scheduled to review AGAR Year End is the 13th June 2022

10.2. **Recreation:** To update members on current activities: To approve meeting/note minutes

Cllr Read advised that work is taking place to beautify the villages of Pease Pottage and Handcross.

Cllr MacNaughton asked if there were some monies for village enhancement in Pease Pottage the Clerk to investigate S106 and S137 powers.

The Clerk to investigate one supplier for new and replacement benches.

Knapes Field work has started Sussex Lund fund have been engaged the next round of funding will be released in 2023. The team are working on a management plan is being worked on.

10.3. **Neighbourhood Planning:** To update members on current activities: To approve meeting/note minutes

Land at St Martin Close - The Neighbourhood Plan indicates that the site is suitable for development between 2017 – 2022 – The Parish Council has a statutory obligation to obtain a sale at best consideration not less than best price that can be reasonably obtained *Section 127(2) of the 1972 LGA*, taking into account any material factors. The Council engaged legal and other professional advice throughout. Cllr Prescott, the Clerk and Councils professional advisors are currently working on a briefing paper that will outline the work that has been accomplished to date on how the Council can take the site forward whilst meeting its statutory obligations under the *Section 127 (1) LGA 1972*. It is the intention to have the paper distributed ahead of a meeting in July. The Clerk to schedule a meeting with Committee.

- 10.4. **Planning Committee:** Members to consider updates and to approve meeting/notes minutes
- 10.4.1. Lydhurst Estate, Warninglid DM/21/3959 – See *item 9.1*
- 10.4.2. Slaugham Garden Nursery – See *Item 9.1*
- 10.4.3. Old Golf Course Cottesmore, Pease Pottage - The Council received reports of potentially unlawful activities on the site outside of the current permitted use, archery. This was reported to the LPA enforcement for advice and preliminary discussions have suggested that the land would benefit from permitted development rights to use the land for 28 days in any calendar year for an alternative use. The Scout Hut and former club house does lie outside of MSDC so any change of use of the building would be a matter for Horsham District Council.

11. Chairman’s Report: to receive verbal updates

11.1. **Nymans** – To update members on current and future projects

- The Head Gardner is happy to discuss planters and shrubs trees and timing for the planters at Handcross.
 - Family Space being installed on lambs’ field with sensory space it will be in place for 2/3 months
 - Evan Giles a new Community & Engagement Officer has been appointed and is happy to look over our projects and assist where possible.
 - Christmas Tree discussions for the village, they are happy to source one and assist where possible. The Clerk to discuss possible highway locations with Highways officer, or perhaps Recreation ground.
 - Discussion re village High Street enhancement and how they can help with decorative area, flowers, trees as a lead into Nymans, a village in bloom feel. These are projects that have been worked on by Evan in the past Nymans is happy to assist with these projects.
 - They will be contacting Youth Matters/Clubs Duke of Edinburgh awards are being included.
- These items will be added to Recreation.

Village Parking – To look at this again they feel that a feasibility study is required to know exactly what more parking is needed and where. The area originally discussed before C19 is now be looked at for alternative projects so the space is limited. It appears that the village need more parking when they are busy, large events etc. Now they have extended the overflow parking on site are we still seeing this, do we still have this issue.

Before Council investigate financing a feasibility study member were asked to monitor “parking” during Nymans larger events, bank holidays etc over the summer as there is currently not enough evidence to support resourcing a project to increase parking.

Chodds Farm Cottages accommodation is now complete and open.

Cllr Colin Smith left the meeting due a prior engagement 20.48pm

12. Clerks Report – To receive verbal updates

- 12.1. Street Naming MSDC – Parish Consultation Cedars, Brighton Road, Pease Pottage - DM/20/2332 – Members ask to approve recommendation of new street name “Forest Park Way” based on historical links to “Tilgate Forest Hotel and Cottage”. Proposed Cllr MacNaughton Second Cllr Holborn **APPROVED**
- 12.2. Members are asked to approve and adopt updated Model Standing Orders 2018 (England) 2018 & Model Financial Regulations 2019 – Sections 18: Financial Controls and Procurement (*cc’d in advance*) Proposed Cllr Prescott Second Cllr Dunn **APPROVED**
- 12.3. Members to consider Rent Review Lease Finches Field – NOTED
- 12.4. Members to consider Waymaker submissions ahead of evaluation – NOTED

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

Bank Reconciliation April 2022

Treasurers	29/04/2022	£1,000.00
Business Investment	29/04/2022	£114,331.33
Total at the Bank		£115,331.33
Total Payments: £ 5,454.51 Vat £855.13 Total Net Payments £4,599.38		
Proposed Cllr Prescott Second Cllr Dunn APPROVED		

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

- 14.1. Mid Sussex Local Forum 7th June 2022 Tuesday 7 June 2022 at 7.00pm. Venue: East Grinstead Library, 32-40 West Street, East Grinstead, RH19 4SR [County Local Forums - West Sussex County Council](#)

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

- 15.1. High Beeches Lane B2110 – This is a derestricted road *which signals the national speed limit (60 mph for single carriage way roads, 70 mph for dual carriageways and motorways)* To update members on request for (TRO) to investigate speed reduction/traffic calming requirements from the High Street junction to High Beeches Gardens - The Clerk met with Highways Officer and local resident. Several options were looked at to include data analysis on speed. Other areas to include vegetation clearance, additional road signage, possible speed reduction to High Beeches Nursery. The Clerk circulate a report of the meeting (*cc’d in advance*). We are waiting an update from Highways on what can be done as part of business as usual under a TRO and what would require a community project with costs for both.

16. Police / NHW Report / Resilience Group Reports

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

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

The Clerk - Old Brighton Road South, Pease Pottage – It was reported to the Council that significant tree clearance work was taking place opposite The Hemsleys and Squires next door to the Pure Oyster Company. The Clerk contacted the contractors on site and was advised that they had spoken with the District Council, the Tree Officer, Irene Fletcher ahead of the works and was advised that there were no confirmed Tree Protection Orders (TPO's) on the trees, so the works could go ahead.

He advised that the ash trees removed had ash dieback which is a serious disease of ash trees caused by fungus. The contractor said that a large conifer and the healthy ash is to be retained as screening for the residents but slightly reduced in size. We were also told that the BT mast on the land was installed illegally so the owner took action to have it relocated to the corner of the site to enable access to the land.

We cannot confirm at this stage as to whether the land is being considered for development, only that it may well come forward in the future. There is no evidence to support or disclaim this currently. Should an application come forward for this site in the future Slaugham Parish Council will be asked to provide comments at that time.

The Clerk thanked Cllr Lorette Holborn for her assistance in accessing MacNaughton Hall during a power surge failure due to overhead line damage.

Date of next meeting/s – 23rd June 2022

Signed: _____ Date: _____