



# SLAUGHAM PARISH COUNCIL

## Parish Council Meeting Minutes

The Council Members are summoned to a Meeting to be held  
on Thursday 27<sup>th</sup> August 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>

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Present: Cllr Julia Elliott, Eric Prescott, Andrew MacNaughton, Nick Dale, Bob St George, Lesley Read, Peter Clark

1. **Apologies for Absence:** To receive and accept apologies for absence. Cllr Michael Earle, Colin Smith
2. **Declaration of interest from members in respect of any items on the agenda:** To record any declarations of interest  
Item 6.3.2 Ste Allocation DPD Cllr Andrew MacNaughton District Councillor Site Allocations DPD
3. **Approval of the Minutes of the Previous Meeting held on 2<sup>nd</sup> July 2020:** To receive and accept the Minutes  
*Items marked with an asterisk have been deferred, there will be no updates made. APPROVED*
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).*
5. **Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
  - 5.1. Mid Sussex District Council (MSDC):

Cllr Andrew MacNaughton – MSDC 3 Leisure Centres reopen on the 3<sup>rd</sup> September. Terms have been agreed with Places Leisure, the budget has been altered as they will be running at a deficit. A contingency of approx. 1.8 mil from reserves has been put in place for the loss of income. Clair Hall will remain closed, this building runs at a deficit before COVID as an expensive building and is reaching the end of its useful life.  
Government white Paper Planning Reform Consultation, MSDC planning officers will be making a technical response. Gatwick unemployment expected so MSDC have secured 4.2mil secured for temporary accommodation to buy and lease.

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
  - 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 Committee:**
    - 6.1.1. **Handcross Enhancement Projects** – Update on the initiation of future village centre enhancement projects proposed/funding COVID 19 DEFERRED
      - 6.1.1.1. Street Lighting –Members to consider Column and Lantern Replacements 4 Columns in Covert Mead that require replacement £9480.00 plus VAT. (See Item 9 Briefing Note 020720 – Breakdown email cc'd in advance) APPROVED the Clerk to discuss \$106 monies with MSDC.
      - 6.1.1.2. Refurbishment of the Public Toilets – Members to discuss draft tender design fees\*
      - 6.1.1.3. Recreation Ground CCTV – To update members on quotes\*
      - 6.1.1.4. Planters/Sleepers Nymans Bus Shelter – Council to consider design and costs (*briefing note cc'd in advance*) Cllr Read, St George – Cllr Clark to provide design to be produced in advance of the next meeting to be agreed. Nymans to be approached with regards plant Cllr Read to investigate further.
    - 6.2. **Recreation: To update members on current activities**
      - 6.2.1.1. Slaugham Playground Works– Council to consider remedial works required, funding and future lease agreement – There is no section 106 money available currently, so remains closed. Cllr MacNaughton advised that MSDC are closing many of their small playgrounds due to maintenance costs and the fact that many of them are in close proximity to each other. They will not be providing any new facilities in the foreseeable future. The Clerk added that the PC are still required to look at the lease of the land at the site on behalf of the residents of Slaugham which is due to expire in 7 years. Cllr Clark added that the Society have not expressed interest currently in taking this forward.
      - 6.2.1.2. Contractor works update - To update snagging works for Handcross – The internal work is complete; Fowlers were on site for two days. The news windows are not toughened glass, this is with the Councils Architects to progress with the contractor, this remains an outstanding issue.  
The Preschool have returned the Councils cupboard but have asked for storage by the disabled area, this has been denied by the Committee due to the future use by the recreation users and preventing cross contamination.
      - 6.2.1.3. Allotments – Handcross/Warninglid Audit Update – The Clerk is working on the updates

- 6.2.1.4. Haul Road – To update members on recreation ground reinstatement, boundary fencing works – The Clerk sent the license agreement to the members with regards new gates agreed, however, the pedestrian gate needs reopening. Cllr Clark to unlock the gate and secure the main gate so access can be gained.  
Replanting of trees that were diseased and removed– Cllr Read to look at starting a community involvement project for English native trees that will survive in the environment, with a view to resolving at the November meeting if they are to be planted before March.
- 6.2.1.5. St Dunstan's – Acquisition of land behind the allotments in Horsham Road, Handcross – Land Survey Quote *cc'd in advance* APPROVED the Clerk to progress
- 6.2.1.6. **COVID 19 – Handcross/Pease Pottage Centre Closures** – Council to consider the re-opening in accordance with recent Government recommendations. Members resolve to keep the buildings closed *with the exception of the Preschool in Handcross* due to resourcing/costs and public health liability. The Committee to meet on the 16<sup>th</sup> September 2020 to review legislation changes, discuss COVID risk assessment, social distancing requirements/costs for re-opening, cleaning and sanitising stations along with fogging/cleaning required to between users. This will remain under constant review.

### 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 – Committee Update
  - 6.3.1.1. Community Land Trust Proposal – The proposal is its infancy and requires further work and meeting will has been pencilled in for 17<sup>th</sup> September.
  - 6.3.1.2. West Site Land Promotion, see 6.3.2 In addition the developer is preparing to undertake certain land scape topographic surveys on their land. Cllr MacNaughton added it is not for the Council to take on any costs for surveys.
- 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 response to consultation – reserve site St Martin Close West – Council's planning consultant has been engaged to assist with draft response.

### 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 spoke with the Councils solicitor with regards the best approach and agreed a license attached to the property or individual, a new owner would have to apply for the license should Lower Ashfold be sold. Cllr Prescott and the Clerk to prepare the details of the license for formalisation.

### 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 \* No further updates

### 8. Clerks Report –

- 8.1. SPC's Quarterly Magazine – Council to update on publication – Cllr Earle and the Clerk \*
- 8.2. Street Naming Request MSDC – Woodgate/Thakeham MSDC have received an application from Thakeham for the address allocation of 186 new addresses on land east of Brighton Road, Pease Pottage. The development will create 9 new streets (*email cc'd in advance with options identifying former Pease Pottage residents who had made a contribution to the wellbeing of the residents and village generally*) APPROVED – once the names are selected the Councils website will highlight the names and the connection to the village for Woodgate and Hoadlands.
- 8.3. Accessibility Website Statement – The Clerk has incorporated an accessibility statement, reviewed the website in accordance with the guidance – click [here](#) for government guide. **APPROVED**

### 9. Finance Matters Payments and receipts The Committee is asked to RESOLVE to approve: Bank Reconciliation for month (July, August *cc'd in advance*) Approval in line with scheme delegation RESOLVED (Ref: Bank Payment Analysis attached) **RECOMMENDATION:** The Committee approves the schedule of payments for July/August 2020 – £17,178.94 VAT £1,375.84 Total Payments £15,803.10 **APPROVED**

- 9.2 Covert Mead Street Light Replacement – Members to consider the much-needed replacement of 4 concrete columns in Covert Mead Handcross (*briefing note cc'd in advance*) **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 provided an update to members, the restaurant appears to be vacated and she is working with the Environmental Department at MSDC on the issues with the site. Circa 20 complaints have been made due to rubbish, pest infestation, noise etc. The Occupiers may be returning to the site or selling it that is unconfirmed currently. The license for hours of opening needs to be amended Cllr Holborn is working with Building Control on this. Cllr MacNaughton added that he is working with the EA team and the current licensing history due to it being a garage prior to being a restaurant, he confirmed it is up for sale by the owners, it is in the wrong place and the PC through Cllr Holborn will keep progressing with the closure of this site.

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

- 11.1. Parish Traffic Calming Project – To report on progress – No further progress to date due to central government prioritising new cycle routes and improving current prow and cycle lanes. The Clerk has asked Richard Speller to advise if the VAS's or SIDs can be installed as the poles are in place and will request an update before the next meeting.
- 11.2. Gully clearance Coos Lane – Cllr Smith to update, no updates
- 11.3. Hampshire Hill Junction Coos Lane exposing c35ft drop – Cllr Smith no updates
- 11.4. Brighton Road Pease Pottage – Cllr Holborn working with Highways on request for a speed reduction Cedars/Nursery Tilgate Forest Road the speed limit is currently 50mph request for reduction to 30mph. Cllr MacNaughton added that MSDC planning committee will be looking for that to be reduced in line with any planning consent coming forward to 30mph.

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

- 12.1. Crime Reports cc'd members – Updates issued to members in advance Cllr Holborn will chasing the reports
- 12.2. EPLG Meetings/Updates – Updates issued to members in advance – Nothing new to add

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

The Clerk advised members that Brenda Rowe would like to reduce her hours – Members to consider monitoring the this going forward and consider recruiting a replacement should this be required.

Members need to consider relocating the playground bin – It would appear that when the Preschool are on site the bin is being used for their rubbish on a Friday and so is overflowing by Monday, this did not happen during closure or summer holidays. Council to monitor.

Date of next meeting/s – 24<sup>th</sup> September 2020

**Meeting Closed 21.44pm**

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