

SLAUGHAM PARISH COUNCIL



Parish Council Meeting Minutes

Virtual Meeting held on

Thursday 28th January 2021 at 7.30pm

Sally Mclean - Clerk to the Council

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

Present: Cllrs Julia Elliott Chair, Michael Earle, Andrew MacNaughton, Lesley Read, Lorette Holborn, Eric Prescott, Bob St George, Nick Dale, Colin Smith, Pete Clark (*part*),

Others Present: 2 members of public

- 1. Apologies for Absence:** To receive and accept apologies for absence. NONE
- 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 26th November 2020:** To receive and accept the Minutes **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.*

There were two residents present who are founder members of the group "Friends of the Royal Oak Inn" (FOROI) <https://foroi.co.uk/> A group of locals living in and around [Handcross](#), in the [parish of Slaugham](#) who are keen to see the Royal Oak Inn re opened. **See Item 7.1**

- 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

5.1.1. **Mid Sussex District Council – Planning Policy 8th January 2021 Call for Sites**

MSDC are inviting individuals, landowners, developers and site promoters to put forward sites to be considered through the forthcoming update to the Strategic Housing and Economic Land Availability Assessment (SHELAA). The SHELAA will be a crucial piece of our evidence base for the District Plan Review which is now underway Cllr MacNaughton advised that this forms part of the district plan review. The sites coming forward would not be under inspection until 2023.

MSDC have a new task force investigating opportunities presented for new forms of housing delivery including self-build, community build, community land trusts.

Mid Sussex District Council – Planning Policy Site Allocations DPD – Submission Mid Sussex District Council has formally submitted its Site Allocations Development Plan Document (DPD) and accompanying documents to the Secretary of State for Housing, Communities and Local Government. Cllr MacNaughton advised that the DPD has been submitted to the Planning Inspector for examination, the library evidence is on the website.

Elections May - The government stated that the May elections will proceed in a COVID-19 safe way in May. In Mid Sussex these are the West Sussex County Council elections and the election of a Police & Crime Commissioner for the Sussex Police Area.

- 5.2. **West Sussex County Council County Local Committee (WSCC/CLC)** – Press Release/s COVID updates
The Sussex Health and Care Partnership continue to publish all of the latest local information on the vaccine on their website including a public FAQ.

- 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 Committee met on the 14th December 2020 to review the Budget 2020/21. (*papers cc'd in advance*) Cllr Earle issued a briefing note in advance of the meeting **APPENDIX 1**
 - 6.1.1. External Audit 2019/2020: To note the signed 'External Auditor Report and Certificate 2019/2020 – EA - observations Box 4 and Box 9 noted - **APPROVED**
 - 6.1.2. Proposed Budget 2021/22: To consider the Briefing Note and draft budget for 1 April 2021 to 31 March 2022 – **APPROVED**
 - 6.1.3. To approve Precept 2021/22 – Current £105k Tax Base £1366.40 per household BAND D £76.84 – In line with the forecast budget and service provision the committee recommend an increase £8k to £113k - This will not increase the household BAND D due to the increase in new home occupancy since 2020/21 but show a reduction to £76.27 per household - The Committee agreed this modest increase maintains Councils position **APPROVED**

- 6.1.4. Appointment of Internal Auditor 2021/22: The Council is asked to review the requirement for the appointment of Internal Auditor Mr P Frost (*Internal auditor schedule cc'd in advance*) **APPROVED**
Proposed Cllr Holborn Seconded Cllr Prescott
- 6.1.5. Committee RECOMMEND Council approve the Budget and set the Precept 2021/22 – **RESOLVED**

Cllr Peter Clark joined the meeting at 7.40pm

- 6.2. **Enhancement Projects** – Update on the initiation of future village centre enhancement projects proposed/funding
- 6.2.1. Street Lighting –Column and Lantern Replacements 4 Columns in Covert Mead – Works have been completed. 4 columns have been replaced. **RESOLVED**
- 6.2.2. Refurbishment of the Public Toilets – Progress report on tender documentation – The sub-committee meeting is scheduled for next month the Clerk provided an update on the S106 monies available.
- 6.2.3. Recreation Ground CCTV – Progress report – Cllr Dale to include CCTV for the toilets in the ITT for the item 6.2.2 – The Sports Pavilion to be looked at separately the Clerk to progress
- 6.2.4. Planters/Sleepers Nymans Bus Shelter –Cllr Read progressing the cones are still in place.

Cllr Peter Clark left the meeting at 8.15pm

- 6.3. **Recreation: To update members on current activities**
- 6.3.1. Windows Handcross toughened/safety glass contractor issue – Cllr Prescott advised that Council have challenged the final retention sums. We have exchanged correspondence in relation to the windows and for them to correct the error. Council will not accept a film screen as proposed. We await their response.
- 6.3.2. St Dunstan's Land Acquisition / Implementation of new PROW – Council/Valuer awaiting the heads of terms. The AONB Sussex Lund funding application on hold until site secured / new public right of way being investigated by Cllr Read.
- 6.3.3. COVID 19 – Handcross/Pease Pottage Centre Closures – Council to approve procurement of mobile/fixed sanitising stations in readiness for re-opening facilities (*papers cc'd in advance*) **APPROVED**
- 6.3.4. Handcross Playground Fencing – The Clerk has received 4 quotes for consideration at Finance & Policy who will make recommendation to full Council at the next convenient meeting (*papers cc'd in advance*)
- 6.3.5. Benches Recreation Ground – Donation of benches from Resident of Handcross on the Recreation Ground –Specification and installation to be agreed with donator and Cllr Read and Cllr Earle to look at possible funding for installation.
- 6.3.6. New Allotments at Pease Pottage – Discussions with developer with regards provision of allotments at Woodgate is being investigated by Thakeham- Cllr Read progressing.
- 6.3.7. Allotments – Council to consider clearance works required at Handcross to cut back trees formalise boundary regenerate the ground and increase plots *cc'd in advance* – Costs to be considered at Finance and Policy and ratified with Council.
- 6.4. **Neighbourhood Planning:**
- 6.4.1. Land at St Martin Close - The Neighbourhood Plan indicates that the site is suitable for development between 2017 – 2022 – Community Land Trust / Aster Proposal update – (*papers cc'd in advance*) The Committee met to discuss the proposals brought forward by the SPCLT. It was agreed that we now require our independent advice. Council need to agree the type of valuation figure required at this stage either for general scoping purposes, for negotiation, financial management/planning or formal disposal proposal. A scoping paper will be prepared that will look at what is required to take this to the ensuing stages in readiness for the next convenient meeting. Cllr MacNaughton advised that the land with 30 units *depending on the mix* would be worth (*to the Parish not the developer*) around 1.9mil for social housing. The Council need to have a view on the site, financials to seek best value whilst meeting the aspirations of the plan and Parish.
- 6.5. **Planning Committee:** Members to consider updates
- 6.5.1. Boundary Matters – To review current matters and receive updates Common Land, Coos Lane – The Clerk/Cllr Prescott – No update at this time until after lockdown.
- 6.5.2. Slaugham Garden Nursery – Motocross activity at the site reported by residents – This has now stopped but is being monitored. Cllr Smith advised that there were a lot commercial vehicles parked on the site over the last weekend.

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

- 7.1. **Royal Oak AOCV** – Friends of the Royal Oak Inn, Handcross (FOROI) - Request for Council assistance in the acquisition of the Public House – Members to consider correspondence received by the group known as FOROI looking for support / possible financial assistance in securing the public house.

The FOROI are in the early stages of a community project and have asked for support in raising interest in the opportunity to acquire the premises in perpetuity by the FOROI. They are in the process of printing a leaflet for circulation.

After discussion a majority vote was carried to support the project in principle. It was resolved that a link from the Councils website would be added with a caveat that the project is being campaigned by a local group of residents, it is not being endorsed by the Council but they support the aspirations of the group.

Council is unable to offer financial assistance due the legal procedures in place that govern them. Should the

group get the backing from the community and their legalities in place they could apply for funding and or grant/s to assist then in the future, these would be considered on a case-by-case basis. Cllr Julia Elliott asked that they come back to the Council again in the future with an update and perhaps present their business plan should the project get the financials and support from the community.

8. Clerks Report –

- 8.1. WSALC/ SALC – Clerk update on the ‘value for money exercise’ – At the meeting held on the 26th November Slaugham members resolved not to vote for the motions set out by MSALC – Council have monitored the correspondence from WSALC, its members and the Parishes that subscribe to their services. The timing and manner in which the board has conducted themselves within the municipal that they are remunerated for has raised significant concerns within this Council. In addition to the fact that this could not have come at a more difficult time. The manner in which it has been handled throughout is not becoming of an association and for those reasons this Council will resolve to withdraw their subscriptions at the end of January 2021. The Clerk was instructed to issue a statement to SALC/WSALC which she did on the 14th January 2021 giving three months’ notice - **The Council RESOLVE to withdraw their subscription to WSALC as AGREED at the meeting held in November 2020.**
- 8.2. Grounds Maintenance 2021 / Winter Services – Members to consider any additional areas/services offered at a reduced rate – Nothing to add

9. Finance Matters Payments and receipts

The Committee is asked to RESOLVE to approve: Bank Reconciliation for month December 2020 Approval in line with scheme delegation RESOLVED
(Ref: Bank Payment Analysis December/January 2020 attached) **RECOMMENDATION:** The Committee approves the schedule of payments for January 2021 – **APPROVED**

| | |
|------------------------|---|
| Treasurers Account | £123,588.34 |
| Business Investment | £1,000.00 |
| Total at the Bank | £124,588.34 |
| Total Payments: | £18,614.61 VAT £,174.40 Total Net £16,440.21 |

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

- 10.1. - Crama Romanesca – Cllr Lorette Holborn update /site activity – The owner is still in China
10.2. The Plunkett Foundation at Woodgate Thakeham re the Community Hub Survey – Cllr Dale, Holborn and Read to attend community engagement meeting

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

- 11.1. Parish Traffic Calming Project – To report on SIDs/VAS completion of works inc B2110 High Beeches Lane
11.2. Hampshire Hill Junction Coos Lane exposing c35ft drop – Cllr Smith to update

12. Police / NHW Report / Resilience Group Reports

- 12.1. Crime Reports cc'd members – Updates issued to members in advance – Cllr Holborn advised that the notice has been received introducing the new specialist enforcement unit/team Sussex Police to track and catch dangerous and wanted criminals using the Sussex road network.
12.2. EPLG Meetings/Updates – Updates issued to members in advance

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

Resigning member Peter Clark asked the Chair to read a message:
“Sorry for being late and dipping out but could I thank all the Councillors for the great work that they do for the Parish and wish everyone continued success in representing the parishioners”

Cllr Read advised that the gates to the Hyde Estate are now locked It is padlocked with a code for local residents. This is due livestock worrying, people not respecting the land littering and dogs running loose. The rubbish has predominately been coffee cups from the coffee shop.

Cllr St George spoke to the coffee shop owner re the litter issues on the Hyde Estate and around the village specifically the High Street and the litter bin outside the Spar Shop which while our litter picker is shielding is being emptied by the shop owner. The owner of coffee shop agreed to install a bin and a notice asking patrons to take their cups home.

Gateways signs over the bridge from Handcross only one sign on the left not the right, possibly because of the highways works. Cllr Nick Dale to email the Clerk with the information and a picture along with the High Beeches replacement gate.

Date of next meeting/s – 25th February 2021

Signed: _____ Date: _____