

SLAUGHAM PARISH COUNCIL



Parish Council Meeting Minutes

Meeting to be held on

Thursday 12th August 2021 at 7.30pm – Handcross Sports Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council

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

Present: Cllrs Julia Elliott, Eric Prescott, Lorette Holborn, Lesley Read, Bob St George

Others: 5 members of Public

- 1. Apologies for Absence:** To receive apologies for absence. Cllrs Michael Earle, Nick Dale, Colin Smith, District Councillor Gary Marsh, County Councillor Bruce Forbes
- 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 27th May 2021** To receive and accept the Minutes
APPROVED Cllr Lorette Holborn Cllr Eric 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.

Please note all COVID guidelines must be adhered to:

- 1. Do not come if you feel unwell at all**
- Please inform the clerk if you are going to attend. Public to sign in for track & trace.*
- Please respect others and wear a face mask until seated. Use the hand sanitiser provided.*
- Chairs will be laid out spaced apart, please do not move them*
- Maximum capacity is 20*
- The windows and doors will be open for ventilation so wrap up warm!*

If you cannot attend and you would like to raise an issue or make a comment, please contact the clerk clerk@sloughampc.co.uk.

GDPR Notice - Please note that the Council is making audio and or video recordings of this meeting. The Council's recordings are used for administrative purposes only. By participating at the meeting, by requesting access you consent to this. If you do not agree please do not attend the meeting.

Member of the public – The acquisition of the land known as St Dunstan/Threefold

- How much was paid for the land - £15k plus £2k Legal/Transfer Fees*
- What will it be used for – The Council are considering a community garden/s space, orchard or similar? A plan is to be devised that will involve gathering ideas locally and various bodies such as the Sussex Lund Fund, Natural England and the AONB etc. Funding will be researched.*
- What do PROW stand for Public Right of Way – It is the intention to work with WSCC and local landowners' consent to implement an additional footpath from the back of the site onto Park Road / St Martin Close.*

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

5.1. Mid Sussex District Council (MSDC):

- 5.1.1. The Government announced changes to the National Planning Policy Framework (NPPF) on Tuesday 20 July, without notice. LPA called extraordinary meetings after seeking legal advice postponed *papers cc'd in advance* – *None present*

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

- 5.2.1. West Sussex County Council has published the Draft West Sussex Transport Plan 2022-2036 (WSTP) for consultation from Friday 16th July to Friday 8th October. www.westsussex.gov.uk/WSTPconsultation *None present*

- 6. Committee Reports:** To receive and note committee and advisory group updates: To ratify all decisions made at the following informal meetings held online under scheme delegation, and approve the minutes issued *cc'd in advance*

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

- 6.1 **Finance & Policy Committee:** The Committee met on the 10th August 2021: To note consider the following recommendations:

- 6.1.1. Interim Budget Review **Recommend APPROVAL** Proposed Cllr Prescott & Cllr Bob St George **APPROVED Resolved**

- 6.1.2. The Committee considered additional spend to improve Parish assets and infrastructure items *see item 6.2*

- 6.2. **Recreation:** The Committee met on the 5th July / 29th July: The Committee recommend the following works

- 6.2.1. Security gate improvements Handcross Recreation Ground – Three quotes received Committee have asked for layout/display – £7k Budget set and approved at Finance -**APPROVED Resolved**

- 6.2.2. The refurb/replacement of 3 Bus Stops 1 in Handcross, 2 in Pease Pottage – Email scoping replacements £20k for all three £20k Budget **APPROVED** at Finance S106. The Clerk investigate S106 Infrastructure monies for Black Swan and Nymans Bus Shelter it is hoped that Cedars will fund new shelter opposite. Wood is preferred but proving a bit more expensive at this time – The Clerk advised the league time is 6/8 weeks on all orders. A swift decision is required specifically for the shelter opposite the Black Swan. It was agreed that due to its central location a more traditional wooden design should be considered in this location – To finalise a decision the quotes are required and a committee recommendation made to the Council Cllr Dale is

coordinating quotes and due to send onto members – Cllr Holborn will measure up to get quotes from Monarch for the Black Swan – Recreation Comm to meet review and make recommendation to Council –Cllr Dale to forward what he has covered to date for consideration by Committee.

- 6.2.3. Boundary review Handcross Recreation Ground – To protect the trees and boundary the committee consider and formal review of the boundary for Councils records to prevent future encroachment. Maltby's to undertake the survey and register with the land registry. The boundary currently is within 2 meters the new survey will index and mark the boundary to include the trees. £1500 plus vat **APPROVED - Resolved**
- 6.2.4. Benches Handcross and Pease Pottage – Memorial Benches costs required/ positioning of new benches to be agreed with Council. Beverly Fraser benches to be delivered to Pavilion the Clerk to coordinate fitting as soon as these are delivered. The Councils four benches to be procured 7ft in size. Cllr Read coordinating the budget has been approved. The Council to agree location of each bench and installation.
- 6.2.5. CCTV Installation Handcross – Quotes £3k **APPROVED**
- 6.2.6. St Dunstan's Land Acquisition Update – Members to receive an update - **APPROVED RESOLVED**

Neighbourhood Planning: Land at St Martin Close - The Neighbourhood Plan indicates that the site is suitable for development between 2017 –2022 – To update Council on the options and considerations, site updates and next steps - Members to consider land agent appointment Fowlers instruction letter (*cc'd in advance*) **APPROVED** The Committee have met with a number of advisers and recommend the appointment of land agent (*Information cc'd in advance*). They will work with the Committee on the options a potential development proposal that can be taken to market in line with Councils statutory obligation in s127 of the Local Government Act 1972 (and having regard to circular 06/03) to obtain best consideration and to secure a development which realises its policy objectives and complies with planning policy.

The Committee met on the 29th June 2021 and 6th July 2021– **APPROVED**

We have updated and amended the website to include a new tab and drop-down menu for St Martin. Any changes/updates will be posted there. Cllr Prescott and the Clerk attended a meeting hosted by MSDC on the 11th August (*slides cc'd in advance*) on the Site DPD and District Plan Review- The hearings held covered the west site which was recommended suitable for development as part of the examination. A cohesive development with east was favoured so the architecture, layout etc. This was consistent with the advice previously received from the LPA policy team, to include tenure and mix etc that one doesn't detract from either site.

It should be noted that at the meeting held on the review of the District Plan there is much pressure on the District and so the Parishes from Crawley, Brighton and Worthing's unmet need which at that time did not include unmet need from other neighbours, such as Lewes, Wealden and Tandridge. The Committee will be monitoring this.

6.3. **Planning Committee:** Members to consider updates (*minutes of meetings held cc'd in advance*)

- 6.3.1. Complaint 7th July 2021– DM/21/1903 No 1 Warren Cottages Application Objection – Resident request to investigate Council's procedure when responding to the LPA and Councillor register of interests. Cllr Prescott Chair of Planning confirmed that he was satisfied that procedures were followed when considering the application and responded in writing. The complainant escalated his concerns to the Chair of the Council. Cllr Elliott considered the complaint and agreed with Cllr Prescott that due process was followed when determining Committee comments in response to the application. Cllr Elliott advised that where a conflict of interest was implied, this has been looked at previously and advice was taken then and has been taken again since, it is worth noting for the record that in declaring an interest it is for the Councillor to determine whether or not they have an interest. That is absolutely the advice that Council were given. We have looked at how people have affected this in the past and how they have affected it now and the interest has to be quite significant for it to be an interest. To ensure that we are all aware of the advice given it is the members obligation to make sure they have declared their interest/s, not the Council. If someone disagrees with that, they must raise this with the District Council's Monitoring Officer, there is little that this Council can do other than remind the member to consider their position. The second point is around the procedures taken as a statutory consultee when considering and responding to the LPA and the application itself, this has been looked and we are satisfied that due process was followed.
- 6.3.2. Appeal Decision Ref APP/D3830/X/20/3253538 – Slaugham Garden Nursery, Slaugham, RH17 6AG – The appeal was made under section 195 of the T&CP Act 1990 as amended by the Planning and Compensation Act 1991 against a refusal to grant a certificate lawful use of development (LDC) Dismissed **NOTED**
- 6.3.3. Phase 4 Street Naming, the following names have been put forward to District Council. To include
- MacNaughton Avenue – In recognition of Cllr Andrew MacNaughton
 - Orchid Way – To continue with the history of the village a flower seller
 - Daisy Mead
 - Lily Grove

NOTED

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

- 7.1. SID's - Truckers Hatch Cllr Bob St George has reported to County that the it is faulty and awaiting a response. Cllr Elliott stated that we need a process in place once these are repaired or replaced for moving them to other locations and using any data captured.

8. **Clerks Report –**

- 8.1. The Bowls Club located on the Parish Hall site request for assistance in retaining their green, or future relocation should the site be sold for development. Confirm as to whether there is an obligation on the land owner the Hyde Estate to re-provide should the site be developed. SPCLT currently hold lease/s secured for 4 years, 3 years remaining. Any S106 monies allocated cannot be drawn upon to acquire improve the site due the short lease, a minimum of 12 years is required. The Clerk can revisit the legal agreement and previous planning documentation and advise. Gail Boustead stated that she would mention at the Hall Management Committee.
- 8.2. Pease Pottage Community Centre Renaming – Council to consider renaming the centre to MacNaughton Hall in

remembrance of Cllr Andrew MacNaughton. Council to include plaque in memory **APPROVED**

9. Finance Matters Payments and receipts The Committee is asked to RESOLVE to approve: Bank Reconciliation for month July 2021 in line with scheme delegation (*Ref: papers attached*) **RECOMMENDATION**

Bank Reconciliation Statement as at 30/07/2021

Bank Statement Account Name

Treasurers £1,000.00

Business £113,624.33

Total at the Bank £114,624.33

APPROVED

9.1. The Committee approves the schedule of payments for June, July & August 2021 **APPROVED**

Total Payments August: £15,010.70 VAT £787.25 Total Payments £14,223.45

Total Payments July: £7,288.80 £463.17 Total Payments £6,825.63

Total Payments June: £2,299.42 VAT £204.02 Total Payments £2,095.40

9.2. Insurance Renewal – The Committee is asked to review and RESOLVE to approve the insurance renewal *Papers cc'd in advance* Proposed Cllr Bob St George and Cllr Lesley Read **APPROVED**

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

10.1. Rampion 2 formal public consultation on our draft proposals to expand the Rampion Offshore Wind Farm. The nine-week public consultation is running from 14 July to 16 September at www.Rampion2.com. **NOTED**

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

11.1. PROW – Issued to members in advance 15-month routine maintenance cycle footpath inspections

This details the works undertaken during 2020 along with details of the summer clearance programme for 2021

11.2. Barrier installing barrier – Cllr Smith previously emailed the Council to advise that a new barrier is to be installed after much persistence as at the site and wish to notify members in his absence that this progressing.

12. Police / NHW Report / Resilience Group Reports

12.1. Crime Reports cc'd members – Updates issued to members in advance rural policing – Council's PCSO Craig Harvey will be holding Police Surgeries at Handcross and Pease Pottage on a Friday morning between 10-11am starting at Pease Pottage. Members will be reminded and encouraged to share these on socials etc.

12.2. EPLG Meetings/Updates – Updates issued to members in advance – resilience plan – Cllr Holborn to circulate the revised plan.

CONFIDENTIAL Matters: The Council is asked to close the meeting to the public and the press under the Public Bodies (Admissions to Meetings) Act 1960 to discuss the following item: Crama Romanesca Restaurant

To deal with confidentiality, given the public nature of minutes, a report can be made that is separate from but referred to in the minutes. The minutes can detail the resolution and reference the confidential report but should not reveal the confidential information contained within it. Minutes are a record of resolutions made not a verbatim account of proceedings.

The owners of the Crama site approached the Council with regard to acquiring the site. It was determined that the Parish were not in a position to acquire the site at this time. The Clerk was instructed to thank the owners for the approach and welcome any updates on the future of the site.

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

Date of next meeting/s – 30th September 2021

Signed: _____ Date: _____