

SLAUGHAM PARISH COUNCIL

Parish Council Meeting Minutes

Thursday 25th February 2021 at 7.30pm - Virtual Meeting

Sally Mclean - Clerk to the Council

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



Present: Cllr Julia Elliott, Michael Earle, Eric Prescott, Bob St George, Lorette Holborn, Lesley Read, Andrew MacNaughton,

1. **Apologies for Absence:** To receive and accept apologies for absence. **None received**
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 28th January 2021:** 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@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. By participating at the meeting, by requesting access you consent to this. If you do not agree please do not join the meeting.
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 – Temporary housing for 98 families 40 in guest houses, this is spiralling. MSDC are also trying to help families with rent so that they do not lose their homes. Since January 186 families in social this was around 212 last year they are expected to meet this figure again. Hoadlands social housing has been delivered. MSDC have brought 20 houses for further temporary accommodation and are looking to acquire flats to support families within the district.
District Plan Review Call for sites they have had a lot responses have been received so far.

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

PR2333 Allocates has allocated over £70,000 in grants to help local micro businesses fund projects that will support their growth.

PR 2336 The Council confirmed that it reopened the Hall for use by the NHS as a vaccination centre for as long as the NHS needs it. MSDC proposes to undertake feasibility studies to identify practicable, community options for the future use of the Clair Hall site and to undertake a new public consultation exercise.

PR 2235 Full cost of Coronavirus response becoming clear as reserves needed to plug Mid Sussex District Council's Covid-19 deficit **Mid Sussex District Council is proposing to use General Reserve funds to cover the immediate costs associated with the response to Covid-19**

PR 2334 Cabinet backs support for vulnerable people Council continues to support the local voluntary sector after confirming that it will extend grant funding support for Age UK in Mid Sussex.
 - 5.2. **West Sussex County Council County Local Committee (WSCC/CLC) – Press Release/s COVID updates cc'd in advance**
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:** 11th February to look at quotes/projects
 - 6.2. **Handcross Playground Fencing – To update members contractor quote recommendation Children's Playground Handcross (papers cc'd in advance) Complete Garden Service - £4520.00 plus VAT RECOMMENDED APPROVED**
These works will be scheduled for 14th, 15th and 16th April
 - 6.3. **Allotment Handcross– To update members on the clearance works to increase plots, clear access remove encroachment and formalise boundary (papers cc'd in advance) £3250.00 RECOMMENDED APPROVED** These works will be scheduled for 30th - 31st March – This will provide a further 7 plots once the works is complete. The trees on the boundary at Warninglid have been trimmed. A rent review is required due to overheads for the site, the Recreation Committee are looking at this. Cllr Read has approached Thakeham Woodgate re allotment plots on the new development at Pease Pottage.
 - 6.4. **Neighbourhood Plan Independent Advice – To advise members on the scoping report for St Martin Close Land Disposal Advice cc'd in advance.** The working group met to discuss the allocation at St Martins – Within the SNP, St Martin Close (East) is allocated for residential development of up to 30 dwellings, and St Martin Close (West) is allocated as a 'reserve' housing site for up to 35 dwellings. The latter is to be released subject to a 'trigger' event. This includes allocation of the site within the emerging Mid Sussex District 'Site Allocations' DPD. Having regard to the above, it is likely that the District Council (together with adjoining landowner and their representatives) would seek to encourage progress of the delivery of St Martin Close (East) for housing. The Council have received an approach from the St Martins Close (West) with regards to progressing with their own site and undertaking ecological surveys etc. In addition to informal discussions held with the Community Land Trust SPCCLT and the delivery of housing in perpetuity within the scheme.

Under section 123 of the Local Government Act 1972, a local authority has the power to dispose of land. The main caveat to this power is that the council must not do so for "a consideration less than the best that can be reasonably obtained". This is interpreted as being the best price achievable in the open market. In order to obtain an accurate valuation "best value" Council through committee require professional assistance. The Clerk has produced a draft road map of requirements along with possible options that require further work to inform decisions. The Committee will also seek assistance from the surveyor and appoint their solicitor and points throughout to ensure that we meet our legal obligations. The work required will be ratified at Council at each stage of the project. The Committee are working on a communication strategy. Initial Options Considerations Report – Initial Advice £750 to include 3 virtual meetings – **RECOMMENDED APPROVED**

Enhancement Projects – Update on the initiation of future village centre enhancement projects proposed/funding

- 6.5. Refurbishment of the Public Toilets – Progress report on tender documentation / Cllr Elliott committee discussed a community survey for the toilets, should the building stay? or something else before tender. Cllr Earle agreed to undertake a condition survey and investigate full structural survey costs. The Clerk asked that Council determine future plans for the toilets, opening, maintenance, resource, cleaning, costs this should be agreed in advance of refurb to determine ongoing expenses. **Golf House, Horsham Road, Pease Pottage (DM/18/3515 – PL13-002339). S106 £14,069.74 allocation of funds - refurbishment of public conveniences at Handcross rec and/or additional parking at St Mary's Church, Slaugham.**
Committee to produce a report on the future requirement ongoing costs for the management of the toilets before refurb.
- 6.6. Recreation Ground CCTV – To report on contractor quotes – No progress to date – DEFERRED to Summer 2021
- 6.7. Planters/Sleepers Nymans Bus Shelter – Cllr Read to update on progress consider survey local tradesman to quote to as a community project. Advertise notice boards/website/social media/website/RA's etc registered contractors with legalities in place insurance etc.

6.8. Recreation: To update members on current activities

- 6.9. Windows Handcross toughened/safety glass contractor issue – No response to date the Clerk to follow up.
- 6.10. St Dunstan's Land Acquisition – Progress report on valuation and next steps, communications - Gensys Town Planning contacted Council with regards to additional allotments land south west of the allotment gardens Park Road within Slaugham Park. The site is being promoted within the latest district plan review/call for sites. **Site 987 Slaugham SHELAA map 2020 (midsussex.gov.uk)** The Clerk advised that land acquisition discussions were in progress for with the Council for the land at St Dunstan's. Should the veterans decide to promote the land for development then the purchase may breakdown. The probability of permissive planning with the current access is remote being so close to the A23 junction it is unlikely that Highways England would permit this. Council support moving forward with the acquisition as an asset to increase open space within the village.
- 6.11. COVID 19 – Handcross/Pease Pottage Centre Closures – To advise on COVID RAMs in preparation for re-opening the building when safe to do so – The Clerk to organise installation of sanitisers. Cllr Read to reissue C19 /RAMS – Carol Whiteford has been appointed as the new booking Secretary and will attend the next Recreation Committee Meeting The new website is being developed with new emails etc once the treasurer and booking secretary are in place a demo session will be scheduled.
- 6.12. Benches Recreation Ground – Donation of benches from Residents Handcross Recreation Ground - Awaiting more information.
- 6.13. Neighbourhood Planning:**
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*) Committee update see item 6.4

6.14. Planning Committee: Members to consider updates

6.15. Boundary Matters – To review current matters and receive updates Common Land, Coos Lane – The Clerk/Cllr Prescott – Cllr Prescott met with the owners agreed the formalisation of the boundary and proposals for fencing, style and track were discussed. Cllr Prescott will sketch the layout which will inform the license.

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

Nymans Manager Update – They have had to make a few redundancies, some of the team are still on furlough. They are looking to hold an open day for Residents in September 2021. The café facilities have been completed; other planned works have been delayed. They would like to help with the new planters planned. We hope to discuss parking options again sometime in the future.

8. Clerks Report – Governance

- 8.1. **Annual Parish Meeting** – Council are asked to waive Standing Orders (5) (a) Annual Meeting to enable this meeting to take place virtually – in line with legislation adopted due to expire on the 7th May 2021 **APPROVED** The meeting with held on the **4th May 2021** <https://www.legislation.gov.uk/ukpga/2020/7/section/78/enacted> see papers cc'd
- 8.2. Code of Conduct – Members are asked to ADOPT the Code of Conduct and RESOLVE to accept the COC Statement 250221 see papers cc'd **APPROVED**
- 8.3. Standing Orders Review - Members are asked to resolve to accept amendments to the Councils Standing Orders 250221 see papers cc'd - Typo briefing note **APPROVED**

The Clerk attended an Electoral Commission Review in Mid Sussex – This will reduce the amount of Cllrs to 48 and review wards. There may be a governance review due to expansion. This shouldn't affect this Parish Council.

9. Finance Matters Payments and receipts The Committee is asked to RESOLVE to approve: Bank Reconciliation for month January 2021 Approval in line with scheme delegation **RESOLVED**

Balance at the Bank 31st January 2021	£123,408.35
Unpresented Payments	£17,342.00
Total at the Bank	£106,066.35

(Ref: Bank Payment Analysis February attached) **RECOMMENDATION:** The Committee approves the schedule of payments for February 2021 –

Total Payments	£11,687.25
Total VAT	£1082.18
Payments	£10,605.10 APPROVED

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

10.1. Crama Romanesca – Cllr Lorette Holborn update /site activity etc – Cllr Holborn to contact owners re update on the site.

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 – No progression to date Cllr MacNaughton advised that S106 monies has been signed but has not been released to date, until the work is complete. Council to write to the Chief Executive to complain with regards to the consistent delays in finalising the works.

11.2. Hampshire Hill Junction Coos Lane exposing c35ft drop – Cllr Smith - No update

12. Police / NHW Report / Resilience Group Reports

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

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 Eric Prescott has managed to secure £500k towards super-fast fibre for the village of Warninglid / 353 houses. Cowfold and Bolney schemes have also been approved

Date of next meeting/s – 25th March, 29th April, Annual Parish Meeting 4th May 2021

Signed: _____

Date: