



SLAUGHAM PARISH COUNCIL

Parish Council Meeting Minutes Thursday 27th February 2020 at 7.30pm in the Sports Pavilion, Recreation Ground, High Street, Handcross

Sally Mclean - Clerk to the Council

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

Present: Cllr/s Julia Elliott (Chair), Pete Clark, Bob St George, Nick Dale, Colin Smith, Lorette Holborn, Lesley Read

Others Present: 6 members of public

1. **Apologies for Absence:** To receive and accept apologies for absence. Cllr/s Andrew MacNaughton, Michael Earle, Eric Prescott
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 23rd January 2020:** To receive and accept the Minutes
APPROVED
4. **Open Forum - 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 –
5. **Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
 - 5.1. Mid Sussex District Council (MSDC): None Present
 - 5.2. West Sussex County Council County Local Committee (WSCC/CLC) None Present
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:**
 - **Appointment of Internal Auditor 2019/20:** The Council is asked to review the requirement for the appointment of Internal Auditor 2019/20 : **Mr Peter Frost APPROVED**
The Clerk to coordinate a meeting with the committee to approve the Annual Return Noted
 - **Section 137 Expenditure Limit for 2020-2021** The Ministry of Housing, Communities and Local Government has confirmed that the appropriate sum for parish councils for the purposes of section (137(4)(a) of Local Government Act 1972 ("the 1972 Act") for 2020-2021 is £8.32.
To note: S 137 of the Local Government Act 1972: Where a non-eligible council has no power to do a particular thing, it may, subject to the statutory tests, spend a limited amount of money for such purposes under Section 137 of the Local Government Act 1972 (£8.12 per elector for 2019-20 and £8.32 for 2020-21). Approx. 2300 electors £18,676
 - **Handcross Enhancement Projects** – Update on the initiation of future village centre enhancement projects proposed/funding
 - 6.1..1. Street Lighting – Ornamental displays / Hanging Baskets – Design and scope to be agreed
 - 6.1..2. Refurbishment of the Public Toilets – Members to discuss/approve a tender design
 - 6.1..3. Recreation Ground CCTV – To update members on quotes
 - 6.1.3.1 – 6.1.3.3 Requires a project initiation group to scope design and formulate an ITT for contractors to price against, the Clerk to organise a sub committee to coordinate. Cllr Nick Dale agreed to join that committee
 - 6.1..4. Planters/Sleepers Nymans Bus Shelter – Council to consider design and costs (briefing note cc'd in advance) Cllr Read, Cllr Clark reviewed area proposed a design to accommodate a 24mtr strip, the most appropriate option would be sleepers that would also offer some seating in the area. Cllr Clark to provide sketch and costs. Cllr Read will discuss with Nymans re donating plants for the area.
 - 6.2. **Recreation: To update members on current activities – The Committee met on Thursday 20th February 2020**
 - 6.2..1. Slaugham Playground Works– Council to consider remedial works required, funding and future lease agreement (briefing note cc'd in advance) Cllr Clark outlined the works recommended as part of the playground inspection report set out in the briefing note circulated. He advised bringing the playground up to standard in accordance with the guidelines using section 106 developer play space monies allocated as part of Slaugham Manor. However, it's release requires a minimum of 14 years residual on the lease, with only 9 years remaining this will need to be negotiated. The Clerk is working with the districts monitoring officer who is investigating options for relaxing the restrictions. There is other funding that can be drawn upon for the fencing and tree work required. In addition to the current works the Council are keen to discuss the future of the playground and ongoing administration costs required to sustain the playground.

Cllr Elliott asked the Society members in attendance to inform Council of their views and what they would like to see happen with the playground.

The Society members advised that although the playground is small it is well used and much valued within the village. There are more than 10 young children locally, other children visit such as grandchildren etc. It is an important asset for the village and wish to retain it. They advised Council that the works were communicated to the Landlord, and that should the current lease be problematic an extension would most likely be agreed upon to meet the funding regulations if needed.

Council suggested a site visit to discuss the works and desires for the site, an agreement can then be resolved upon and further quotes obtained - Cllr Clark agreed to meet Society members on site to discuss this and the 3 oak trees in the area that border the playground and footpath, as it's not the Councils responsibility to trim the trees that do not border the playground.

- 6.2..2. Preschool – Future use at the Pavilion Extension 2021 Request- Committee Recommendation
The Recreation Committee approve the request to extend the Preschool usage of the Sports Pavilion to July 2021 with the following conditions:

- The existing hire agreement will be terminated on the 31st July 2020
- A new term by term hire agreement would commence the start of the new term in September 2020
- An exit handover agreement will be incorporated into the new agreement
- The Council require the return of their cupboard from the 1st August 2020
- Existing and future electricity usage to be agreed.

Preschool Chairman was present at this meeting who indorsed a term by term hire agreement, in addition to returning the Councils storage cupboard for storing tables and chairs for other users.

RECOMMENDATION APPROVED

- 6.2..3. Contractor works update - To update snagging works for Handcross/Pease Pottage – The snagging for Handcross will not be looked at over the summer, the Clerk is compiling a list. Finches Field work has started with the majority of the works completed and half of the retention will be released on certificate of completion for the fire wall.
- 6.2..4. Allotments – Handcross/Warninglid Audit – To coordinate a review of both sites, with a view to reviewing lease agreement/s and invoicing for 2018/19 and 20. Cllr Clark is meeting with Cllr Earle to review previous audit and audit both sites.
- 6.2..5. Slaughtam Furnace Pond Footbridge – Repair works required Cllr Prescott / Cllr Clark to review works required, hopefully this weekend.
- 6.2..6. Haul Road – To update members on recreation ground reinstatement, boundary fencing works – Cllr Clark advised that the road is up but Crest are waiting on better weather to lay seed etc: Cllr Clark and the Clerk to meet with site manager. To report progress and the next meeting

- 6.3. **Neighbourhood Planning:** Meeting required to review the plan, trigger points for site allocation, the Clerk to discuss what is required with Councils planning consultants.

6.4. **Planning Committee:**

- Land Matters – Boundary Matters Common Land Coos Lane - Cllr Prescott -

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

- 7.1. Parking Scheme – To update members on progress with the National Trust and project funding – The Clerk contacted the Manager who advised that they are currently chasing County Highways Officer with regards entrance and Staplefield Road speed restriction and signage. The Clerk advised that professional fees to evaluate the new scheme at Chodds Farm could not be funded using S106 developer funds, however, it is possible to use S137. The Clerk to set up a meeting with Nymans to discuss progress and planters' item 6.1.3.4

8. **Clerks Report – Committee Reports Item 6**

- 8.1. SPC's Quarterly Magazine – Council to update on publication – Cllr Earle and the Clerk Not complete
- 8.2. Standing Orders Review - Members are asked to resolve to accept amendments to the standing orders to include:
- February 2020 Amendments
 - Item (t) Page 5 – inc of time allowed
Excluding motions moved understanding order 1(r), the contributions or speeches by a councillor shall relate only to the motion under discussion and shall not exceed (5) minutes without the consent of the chairman of the meeting.
 - Item (x) Page 5 – reduction of time allowed from 3 to 2.5 hours
A meeting shall not exceed a period of (2.5) hours.

RECOMMENDATIONS APPROVED

9. **Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve: Payments for month (February 2020) (Ref: Bank Reconciliation - Payment Analysis attached) **RECOMMENDATION:** The Committee approves the schedule of payments for February 2020 – **APPROVED**

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

- 10.1. Town and Country Planning (Local Planning) (England) Regulations 2012. Regulation 18 Consultation. Horsham District Local Plan 2019 – 36 -Horsham District Council is seeking your views on the Local Plan (2019 – 36) Horsham District Council is seeking your views on the Local Plan (2019 – 36) Regulation 18 Consultation document. The

consultation starts on the **17 February 2020** for 6 weeks and will conclude at **5pm on the 30 March 2020**. (cc'd all email 170220) **NOTED**

- 10.2. The 2019/20 season of our Discover Gatwick programme, a series of events where representatives of the local community learn more about Gatwick and how we are leading the way in enhancing the experience of our passengers and in managing a highly efficient and responsible airport, is continuing. Wednesday 18th March Wednesday 29th April **NOTED**
- 10.3. MSDC Hemsley Meadows and Finches Field – Improvements Consultation – This is available on the Councils website and shared to local groups and notice boards www.midsussex.gov.uk/leisure-sport/parks/
- 10.4. MSDC Press release 2266 - Join the Chairman on the March for Marsden **NOTED**
- 10.5. Special Health and Wellbeing Network on Thursday 2nd April 2020 from 12noon- 4pm at Clair Hall, Haywards Heath **NOTED**
- 10.6. Agriculture Bill introduced to Parliament on 16th January **NOTED**

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

- 11.1. Parish Traffic Calming Project – Widening of the footpath complete although it does not appear to be wider the hedge has been cut back and new poles installed, the Clerk was advised by the highways officer:
It was never the intention that the hedge could be removed or trimmed back such that it would be damaged and Hyde estate have trimmed it back as far as possible in keeping with that, to just about the line of the telegraph poles which is where the rear footway edging is to be installed. This will still provide more footway width than previously (subject to ongoing Hedge trimming by Hyde)
The Clerk asked the highways officer to advise why the new gateways were not installed on site at the time, please see response
I am sorry that I have not been able to give you a programme update on the rest of the works, this is still subject to the contractor getting Roadspace etc., as soon as I get more news, I will let you know.
The Clerk to coordinate a meeting to discuss the future works included in the programme
- 11.2. Gully clearance Coos Lane – Cllr Smith advised that the gullies are blocked underground and cannot handle the volume of water. He is going to continue pressing the point with the County highways department on the work required to clear the gullies.
- 11.3. Hampshire Hill Junction Coos Lane exposing c35ft drop – Highways have advised that a safety survey has been completed and funds allocated to rectify the area and repair the gap and added to the budget for 2021 Cllr Smith to continue chasing this through.

Police / NHW Report / Resilience Group Reports

- 11.4. Crime Reports cc'd members – PSCO HX and PP and two others for Warninglid and Slaugham – Police presence will made at PC's AGM's. There has been more fly tipping in Old Brighton Road South, Pease Pottage, bones and other items Cllr Holborn is following this up with local authorities with no success Cllr Clark suggested that she try DEFRA.
- 11.5. EPLG Meetings/Updates – Nothing to add

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

Date of next meeting/s – **27th March 2020**

Signed: _____ Date: _____