

SLAUGHAM PARISH COUNCIL

2 Coltstaple Cottages, Coltstaple Lane, Horsham, RH13 9BB

PARISH COUNCIL MEETING MINUTES

Thursday 29th March 2018 at 7.30pm in the Pavilion, High Street,
Handcross

Sally Mclean - Clerk to the Council

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

Present: Cllrs John Welch, Bob St George, Lesley Read, Pete Clark, David Dunn, Julia Elliott, Simon Goyder

- 1 **Apologies for Absence:** Cllr Michael Earle and Andrew MacNaughton
- 2 **Declaration of interest from members in respect of any items on the agenda:** None
- 3 **Approval of the Minutes of the Previous Meeting:** Cllr Lesley Read Cllr & Bob St George
- 4 **Open Forum:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance –

Gail Boustead - Reported that some of the street lights Horsham Road - The Clerk confirmed that these lights were the responsibility of the WSCC SE Contractor and that this has been reported to County for inspection.

Gail Boustead – Questioned the S106 Legal Agreement for the Hoadlands site and the re-allocation of funding once Crest Nicholson acquired the land – As a member of the Parish Hall Management Committee, Gail had been made aware that some of the S106 monies in relation to the Hoadlands Development set out in the legal agreement for community buildings funding had been re-allocated. The Clerk confirmed that that was the case and advised that this was previously debated at Council, in that should the Parish Hall Committee be unable to secure a long lease from the Hyde Estate any monies secured would not be released by Mid Sussex District Council (MSDC) and in danger of being returned/reclaimed by the Developer. As the Parish Hall Committee have been unable to secure that lease, MSDC and Crest agreed to renegotiate the terms under a revised agreement and a percentage was set aside for the much-needed repairs at the Sports Pavilion, Handcross. It would also seem that when the application was permitted on appeal the details surrounding the lack of lease and ownership of the Hall were not made clear.

Gail expressed the Committees disappointed and lack of support, Cllr John Welch added that the Council have requested updates on the progress of securing a long lease and it was confirmed at that time by Cllr Andrew MacNaughton that unless a lengthy lease was secured the monies would not be released because of the inability to full fill the requirements of the agreement, Gail appreciated that.

Cllr Bob George suggested that the Parish Hall Committee approach the WSCC – CLC for additional funding, or the Hyde Estate themselves to assist with any shortfall. He also added that the Parish Council have in the past and will continue to support the Parish Hall Committee and the retention of the site, however, without an appropriate lease there is little the Council can do and any monies coming forward that can be spend on the village cannot be lost. Gail confirmed that her concerns had been addressed and respected the Councils position.

The Chairman added that in the longer term the problem surrounding the Hall does need resolving, the Clerk concluded by saying that the unsettled future of the Parish Hall is recognised within the Neighbourhood plan and should the Parish Hall be lost the Council will look at replacing the facility – please see extract below

Slaugham Neighbourhood Plan 2014 – 2031 ***Policy 8: Community Facilities***

5.7. Public feedback has highlighted residents support for improvement and/or replacement to/of Handcross Village Hall. In light of local support the Parish Council will support proposals which seek to enhance and/or in the longer term replace the existing facility.

5.8. SPC seek to resist the loss of these facilities, or alternatively, where such loss is unavoidable, secure compensatory mitigatory provision. Proposals for the enhancement of such facilities,

either by alteration, extension or replacement will be supported.

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

- 5.1 Mid Sussex District Council (MSDC): Feedback from the District Plan Update.
Cllr Andrew MacNaughton - Cabinet Member for Housing and Planning
On Monday 12th March Mid Sussex District Council received the Inspector Mr Bore's report. The Inspector concluded that with the recommended Main Modifications set out in the Appendix the MSDC District Plan satisfies the requirements of Section 20 (5) of the 2004 Act and meets the criteria for soundness in the National Planning Policy Framework.
At last we have a sound plan.
In 2010 when this MSDC agreed to halt work on the Core Strategy no one realised how long it would take to reach this point. The plan was submitted for Examination in August 2016. The first hearing by Mr Bore the Inspector was held on 29th November 2016 and the final hearing took place on 5th February 2018. 20 months from submission to finding the plan sound.
Last night MSDC adopted the District Plan.
In 5 years MSDC will have a review as set out in the consultation for latest NPPF. MSDC is already working on the call for sites and is currently assessing all sites that have been submitted.
So now we continue, as you can see this is a very long-winded process.
MSDC members, officers and all the staff have worked tirelessly to achieve this result.

Cllr Welch Extract MSDC Press Release

<http://www.slaughampc.co.uk/CoreContent/News/NewsDisplay.aspx?sld=1618&pld=22871&ld=10102>

Councillor Andrew MacNaughton, Cabinet Member for Housing and Planning added:

"Getting a Local Plan is a long and complex process. It is technically difficult and the Mid Sussex Plan has been subject to intense scrutiny from the development sector which challenged the Council throughout the 16-month Examination process. It felt a little like David and Goliath at times," Councillor MacNaughton commented, "but I am delighted that our Plan was found sound and that the Council was able to formally adopt it".

"The Plan identifies where new housing and employment space should go. I very much hope the development sector will now rise to the challenge and deliver the housing in the way the Plan envisages."

- 5.2 West Sussex County Council County Local Committee (WSCC/CLC)
Cllr Welch to follow up on progress with Parking at the School.
Cllr Bob St George expressed the residents' concerns on social media surrounding the parking/traffic issues in that area. The Clerk advised that it would be helpful if those complaints could be petitioned with County Councillor Bill Acraman at WSCC as the control of parking and movement of traffic is within their jurisdiction to manage with the School.

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:
The Clerk is working with external sources on the new regulations surrounding GDPR (Data Protection) in readiness for the changes that will be applied.
The Clerk will be working the YEAR END in readiness for the Internal and External Audit
- 6.2 Recreation: Ken Boyle and the Clerk are working on the Project for the refurbishment of the Pavilion and should be finalised by the end of next week. The clerk is in receipt of the required quotes for refurbishment of the playgrounds.
The Clerk has received the first installment of the monies for the lease of the Haul Road which included Councils legal fees of £26509.00. This money will be used towards the refurbishment of the Sports Pavilion and the Playgrounds at Handcross. The Clerk has set up a meeting with the S106 monitoring officer at MSDC in order to secure the release of additional funding required.
- 6.3 Neighbourhood Planning: To update on progress
Cllr Julia Elliott provided an update on the review of the representations and recommendations made of which was cc'd in advance for consideration. The Committee are recommending to move forward with the adoption of the Plan and next stages outlined below.
- 6.3.1 Members to RESOLVED to approve the Submission Neighbourhood Plan for release to the next stages. *Cc'd to members in advance of the meeting along with representation table, new sites assessed with recommendations made by the SPCNHP Committee.*

6.3.2 Following any amendments resulting from the pre-submission consultation stage, the proposed Neighbourhood Plan will be submitted to the local planning authority. The local authority is responsible for publicising the plan and arranging for the independent examination and referendum. The next stage for this committee and their consultants will be the following:-

The submission to the local planning authority will include the following:

- a map or statement, which identifies the area to which the plan relates
- a consultation statement
- the proposed Neighbourhood Plan
- a statement on how the plan fulfils the Basic Conditions

The next meeting for the NHP Committee has been scheduled for the 17th May subject to the necessary documentation being completed by the 10th May for review.

Cllr Welch raised the point in relation the funding received and not all of the monies granted was spent. This was due to the delays with the District Plan to ensure that SPCNHP was in conformity. The unspent funding will be reimbursed and the next round of funding will be applied for 2018/19.

In readiness the Clerk asked that members review Councils website in relation to the NHP and advise on how that can be improved upon now or going forward.

6.4 Community Halls: Finches Field to update on progress

The Clerk attended a meeting with the Architect and the Contractor

Contract Administrators Instruction No.01 (CAI -01) issued with completion date as 26th October.

To note:-

2.04 Building Regulations – Building Control have advised CTG/Fowlers that the building requires an alternative/separate source of energy. CTG explained that by introducing an Air Source Heat Pump it is possible to achieve the required SBEM calculations for the energy performance of the

building with electricity being the primary source. This will result in additional costs – approx. £30k.

This may require a 50mm water supply to the building which mitigates the requirement of water storage tanks. Design is in progress and the cost implication will be known once design is complete, may be cost neutral. CTG also explained the reluctance of introducing any other source of energy due to vandalism, high running costs and other risks involved. Fowler CTG will explore the possibility of obtaining a relaxation from the Secretary of State in complying with the energy performance.

County Building Control (CBC) have checked the excavations for foundations and have requested the depth to be increased to 1350mm. Fowler to go back CBC to find out whether it is possible to raise to 1000mm away from the tree zone. This will be another addition to the cost.

Utility connections – Awaiting the cost for a 50mm water supply.

Council are asked to consider the alternative solution and associated costs bearing in mind that there is no available funding and the budget does not cover a significant alternative. The Clerk was instructed to obtain exact figures and a briefing note on the alternative options and costs.

Cllr Welch asked whether further monies could be sourced from other S106 monies to fund the additional works, Cllr MacNaughton in the past has mentioned that may be a possibility, the Clerk to investigate this request further when she meets with MSDC.

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

7.1 Slaugham Street Lighting – Repairs Update Cllr Welch

The light on the Street is being repaired and going ahead, however the light outside No.6 The Green is very close to the bedroom window these are sealed unit photo cell switches and cannot be adjusted, meaning the lights could be on until 1am, more work is to be done here to investigate an alternative option perhaps.

7.2 Nymans car park works – The works have gone well and completion (weather dependent) is scheduled by the 13th April

- 7.3 Lower Ashfold – Building Encroachment onto the Common Land – Cllr Welch reported to Council that he prompted an update from the Landowner, who advised that he was in discussions with DMH Stallard's, who have recommended that a heritage expert is engaged to provide copies of OS maps from the 1960s to present day. That will help to inform them as to whether there is a curtilage to the property which the common land fell into. It is also suggested that they seek advice from Cornerstone Barristers on the merits of re-registration of the land. The Clerk added that to de-register the land is one of the options open to Mr Andrews in regularising his position in relation the encroachment to the Secretary of State. Although he is looking to engage professionals in the process if de-registering the land, it has taken him a very long time to get to this position as it would appear he hadn't done much at all until you prompted him for an update. However, he would still need consent to progress the Section 16 of Commons Act from SPC as leaseholder. There will be much to consider and it will depend on the amount of land that he could be looking to de-register. It is noted that he states that he has instructed his solicitor to progress, but there is no evidence to substantiate that currently.
- There are two options in relation to deregistering, financial i.e the landowner buys themselves out of the lease, or land swap, and that is dependent on whether the Secretary of State agrees to the application in the first instance. Cllr Elliott added that the Council have to act in the best interests of the Parish and are required to take advice and consider the options once known. Council were in agreement that at some point the Landowner has to have view on how to proceed and cannot move forward without the consent of the Council. Further work in a more timely manner is required from the Landowner. The Council resolved to make further contact with the Landowner to ascertain his next steps - Cllr John Welch asked for members views to be forwarded to the Clerk at which point Council draft a response to the Landowner as required.

APPLICATION TO DEREGISTER, OR TO DEREGISTER AND EXCHANGE, COMMON LAND OR TOWN OR VILLAGE GREENS Commons Act 2006: Section 16

Extract - Section 16(9) of the Commons Act 2006 requires that an application to deregister and exchange common land or town or village greens may only be made with the consent of any relevant leaseholder of, and the proprietor of any relevant charge over, the release land and any replacement land. When completing this form you will be asked to confirm that such consent has been obtained and that you have consulted any relevant leaseholder of, and the proprietor of any relevant charge over, the release land/any replacement land about the application

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/641542/S16_application_form_09-17.pdf

- 7.4 Finger Posts – To report on condition/ agree to a new project initiation to remove/repair or replace. Cllr Welch will be repairing the Fingerpost in Coos Lane, Slaugham, Cllr David Dunn to obtain updated quotes and possible alternatives for the repair/replacement of the remaining posts in Warninglid and Pease Pottage. Cllr Pete Clark to investigate alternatives and advise.

8 Clerks Report

- 8.1 Haul Road – The hoarding has started the temporary road will be installed w/c 2nd April weather dependent. The site manager has approached the pre school so that the Children can get involved in decorating the hoarding. The diseased trees have been removed by the Developers and the project for replacement will start once the recreation ground has been returned to its previous condition, Cllr Read will be coordinating that project on behalf of Council. The Chairman wished to congratulate that Clerk in her efforts in securing the fees, this was major achievement for the Parish and village of Handcross.
- 8.2 Annual Parish Meeting May 2018 – 24th May 2018 AGREED
Speakers potentially from the new developments updates on the sites, Crest & Thakeham, Nymans and SE Water with regards use and sewage the Clerk to approach each. David Ross/Fowlers on Finches Field.

9 Correspondence/Information Items/Publications/Consultations: None

10 List of Accounts for Payment: To review list of accounts for payment

- 10.1 List of payments March 2018: Cllr Dunn and Cllr St George
- | | |
|---------------------------|------------|
| Subtotal Carried Forward: | £38,191.95 |
| VAT | £5,897.55 |
| Total Payments | £32,294.40 |
- Fowlers Ltd £25,764. VAT £4,294. Total Exp £21,470.00 Finches FB2289/FB2299
Finches Field New Community Centre S106 Funded
Dowsett Mayhew £3,909.00 VAT £640.00 Total Exp £3,269. NHP Pre Sub

11 Highways/Footpaths: to review highways projects/items

11.1 Parish Traffic Calming Project – To report on progress

The Clerk met with the designer who provided an update on the list of requirements made by the Parish this was updated members

Horsham Road Pease Pottage and Horsham Road Handcross require further work and it was not felt that the needs of the Parish are being met in those two locations

12 Police / NHW Report / Resilience Group Reports

12.1 Crime Reports cc'd members

Salt/Grit Bins – Removal and Refil

Cllr Pete Clark will be arranging for the removal of the salt from its current location and arrange to top up all the bins current in situ. Any salt remaining will be stored by the Parish Council for future use. Cllr Clark & Cllr Welch to coordinate.

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

- Cllr Read had noted some litter that had accumulated in Handcross, Cllr Welch advised that if members see excessive amounts of litter than do contact MSDC Waste and Recycling Team <http://www.midsussex.gov.uk/waste-recycling/litter/> They are very helpful and respond very quickly in targeting areas that are reported.
- The Clerk had received an email from a resident of Hampshire Hill, Lower Beeding who shared a photograph of overspill parking from The Wheatsheaf Pub. The photo had been taken in the Summer, where patrons had parked on the verge. The Council did not feel like this was a significant issue, and that from the picture the highway was clear and the road was passable. The Clerk advised the resident to raise their concerns with West Sussex County Council via the Love West Sussex website.

Meeting Closed at 21.45pm

Date of next meeting/s – 26th April 2018

Signed: _____ Date: _____