



WEST HOATHLY PARISH COUNCIL

representing Highbrook, Selsfield, Sharpthorne, Tyes Cross and West Hoathly

Document Reference 2315

Minutes of the Meeting of West Hoathly Parish Council held on Monday 31st July 2023 at 7:30pm in West Hoathly Village Hall

Members

Ken Allfree

Will Buckley*

Martin Robinson (Vice
Chairman)

Bob Darvill

Peter Browne

Paul Brown

Claire Hilton

Douglas Denham St Pinnock (Chairman)

Amy Marshall

* denotes absence

Also present:

Leanne Andrews (clerk)

Anita Emery (RFO)

County Cllr Garry Wall

There were 2 members of the public present. The members of the public introduced themselves as residents of Stonelands, West Hoathly and explained how they were at the meeting to observe the discussion on item 7 on the agenda (To discuss commercial signage on Selsfield Road)

83)To receive apologies for absence

It was noted that Cllr Amy Marshall will attend the meeting but may arrive late. Cllr Brown gave apologies but hopes to attend the meeting after attending Lindfield Rural Parish Council meeting. District Cllr Lorraine Carvalho also gave apologies but hoped to attend after Lindfield Rural's meeting.

84)To receive declarations of interest from Parish Councillors in respect of any matter on the agenda

It was noted that Cllr Claire Hilton is as a neighbour of Fair Tye, Tyes Cross-application DM/23/1679 that is on the agenda.

85)To approve minutes of the Meeting of West Hoathly Parish Council held on 26th June 2023 (Document Reference 2313)

The minutes were approved as a true record and signed by the chairman

86)To receive the clerk's report

The Clerk's report was received

87)To receive Councillor reports

a) West Sussex County Councillor Report – Cllr Garry Wall

- The highways team are catching up on repairs, there are 3 jet patchers in operation.
- It was noted that there have been examples of crossover of responsibilities with the three authorities, this may be as a result of the political shake up.
- County Council are beginning to look at next years budget, earlier than usual.
- There has been an 18% increase in SEN (Special Educational Needs) requirement and a 72% increase in requests. This is challenging for the County Council when no further funding is available.
- Councillors of West Sussex County Council have passed a motion for the Leader of the Council to write to the Secretary of State for Levelling up, Housing and Communities, to state its concerns over a proposed Infrastructure Levy and the possible impact it could have on funding.

It was agreed to move item 5b to when Cllr Brown and Cllr Carvelho arrived.

It was agreed to discuss item 7 prior to item 6a and 6b

88)To discuss commercial signage on Selsfield Road

It was noted that signage has been erected on the C319 to promote Duckyls Farm, this includes 2 large signs and associated roadside markers. The Clerk explained that she has spoken to MSDC regarding consent. The officers advised that advertising consent may be required, and they will investigate. Cllr Garry Wall agreed to make the WSCC Highways team aware and investigate whether any consent from WSCC Highways has been given for the markers.

89)Planning applications

a) To note decisions from the Local Authority

The following applications have been granted permission

DM/23/1188- 23 Hamsey Road
DM/23/1376- 23 Hamsey Road
DM/23/1023- Home Farm Buildings
DM/22/3743- 1A Hoathly Hill
DM/23/1596- Land South of Wickenden Farmhouse
DM/23/1273- The Conservatory, Duckyls
DM/23/1072- Field East of Hook Lane

b) To consider planning applications received from the Local Authority

DM/23/1636- Duckyls Farm Cottage, Selsfield Road, West Hoathly

Ground floor rear extension This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.

The Parish Council had no comments

DM/23/0259- Stonelands, West Lodge, Ardingly Road

Single storey rear extension and first floor extension over annexe. Amended Plans received 29.06.2023 showing a revised single storey design for the side extension, to create linked annexe accommodation

The Parish Council had **no objections** but support the Planning Officers comments.

DM/23/1679- Fair Tye, Tyes Cross, Sharpthorne

Timber framed twin car port garage with enclosed garden store and home office / studio above.

The Parish Council had **no objections**

DM/23/0474- 4A Hamsey Road, Sharpthorne

Retrospective application for the demolition of existing garage and erection of a summer house/cabin and decking (Amended Plan received 04.07.2023).

The Parish Council **object**

DM/23/1766- 5 Hoathly Hill, West Hoathly

Variation of condition 2 relating to reference DM/21/0773 to enable the substitution of drawings to allow for variations to windows, tile hanging to the ground floor and alteration to the north facing pitch roof and pitch and depth of south facing balcony

The Parish Council had **no objections**

DM/23/1789- Failte, Station Road, Sharpthorne

Proposed first floor extension above existing garage

The Parish Council had **no objections**

DM/23/1599- Wildgoose Stables, Selsfield Common

Upgrade of an access track, including two passing places and new gates to entrance, at Wildgoose Stables, Selsfield Common to serve Wildgoose Units A-E, Selsfield Place and its agricultural land. Replacement of the drainage pipe to the south side of the track (Revised description agreed 10.07.2023. Amended plan received 10.07.2023)

It was noted that District Cllrs Paul Brown and Lorraine Carvalho have called in the application to be considered by the planning committee, on that basis the Parish Council have no further comments.

DM/23/1828- Vine Yard Cottage, North Lane, West Hoathly

Extension and alterations to existing property including formation of lower ground floor and landscaping proposals

The Parish Council have **no objections**

DM/23/1883- 3 Hoathly Hill, West Hoathly

Dormer to front elevation

The Parish Council had **no objections**

90) To review the Financial Statements

a) To approve the **Parish Council** bank reconciliations against corresponding bank statements
b) To note the **Parish Council** combined bank rec and year to date accounts
The Parish Council Financial Statements were noted.

- c) To approve the **Trustees of West Hoathly Village Hall** bank reconciliations against corresponding bank statements
d) To note the **Trustees of West Hoathly Village Hall** combined bank rec and year to date accounts

The Trustees of West Hoathly Village Hall Financial Statements were noted

91) To ratify and approve the payments for July

a) To approve the **Parish Council** expenditure as itemised on the schedule
Two additional payments were presented:

1. £160- Gary Coxhall
2. £1278.00 – Barcombe Landscapes

The payments of £6680.35 for July were **unanimously ratified and approved**

- b) To approve the **Trustees of West Hoathly Village Hall** expenditure as itemised on the schedule

The payments of £728.63 for June were **unanimously ratified and approved**

92)To consider a grant request from Highbrook Village Hall

Cllr Peter Browne provided an update on the work that is needed to repair the wall at Highbrook playground. It was noted that Cllr Darvill had also completed a site visit to establish the work that is required. After discussion the majority of members agreed to grant £800 to Highbrook Village Hall Committee.

Cllr Amy Marshall arrived

93) To note £20,000 will be invested in a 1-year bond with Cambridge and Counties Bank

It was noted that £20,000 will be invested in a 1-year bond with Cambridge and Counties Bank

94)To discuss the ownership and storage of the Local History Archive

The ownership and storage of the archive was discussed, it was agreed to invite the County Archivist to a meeting to seek their advice on the best way to manage the storage and ownership. The parish archivist would be invited to attend.

Cllr Paul Brown arrived

95) To consider entering into a 3-year agreement with Mulberry and Co for their Auditing services

It was agreed to defer the decision to the next meeting once the terms and conditions have been seen.

96) To receive Committee Reports

a) To note Minutes of Meetings taken place

i) Asset & Highways 17th July 2023 (document reference 2314)

The minutes were noted

97) To receive an update from the Bluebell Woods working group meeting held on the 3rd July

The meeting notes were circulated to members via email. It was noted that the Clerk and Cllr Claire Hilton met with a contractor to discuss the next steps for the management of the woods. The first step is to apply for a felling licence to remove the Ash dieback trees. Once this work has been completed the next step will be to move forward with the Woodland Management plan.

It was noted that there is a small area in the woods that could be felled by volunteers.

98) To receive reports from external meetings attended by councillors

MSALC- (Cllr Douglas Denham St Pinnock and Cllr Martin Robinson)

The meeting was well attended with all 3 town councils at the meeting. A steering group has been set up to work with MSDC to improve the communication between the District, Town, and Parish Council.

WSALC Board meeting- (Cllr Douglas Denham St Pinnock)

It was noted that all 9 seats were filled.

99) To receive correspondence

An email from LGW airport regarding the submitted Development Consent Order application for the Northern Runway project was shared with the Council.

A member of the public has requested permission to investigate the status of the ROC post at Finche Field. The Council agreed to the request subject to a risk assessment being completed and confirmation that the area will be restored back to its original state.

An email from Best Host regarding removal of the site builder system from the Village Hall website was shared with the council. Clerk to investigate further.

An email from Utility Aid was discussed, it was agreed that it is too early to secure a new contract as the current one doesn't expire until September 2024.

100) Mid Sussex District Councillor Report- Cllr Paul Brown

Sharpthorne Rec & Hook lane rec

I followed up a complaint about lack of grass cutting at Sharpthorne rec and at Hook Lane rec on the junior football pitches, and uncollected litter. There is also a problem with growth of trees from neighbours property on the east side of the rec. adjacent to the tennis courts which need medium term reduction. I sent questions

parcsopenspaces@midsussex.gov.uk on 3rd July and haven't received an answer. Cabinet Member Chris Hobbs has signed off the results of bidding process to award a new 10 year Green Spaces contract. Cllrs. have been informed that a new Greenspaces Contractor will be appointed shortly and staff TUPED. I was unaware of this process which has apparently been in hand for 2 years.

Wildgoose Stables aka Selsfield Place Farm change of access DM/23/1599. Cllr Carvalho and I have met on site and have called-in the application for determination by Planning Cttee.

Arising from MSDC Council meeting on 26th July:

District Plan 2021-2039 Reg 19 Preparation. PCs are going to be consulted during August/Sept on Sites in or adjacent to their parish. I pointed out in Council meeting that rural parishes in High Weald have part time clerks who take holidays in August. I asked two 10.2 Questions in Council on Biodiversity Net Gain.

Recent Planning Committee and District Planning Committee decisions have been determined with Biodiversity Net Gain (BNG) mitigation either not yet secured or secured at an offsite location. outside the boundary of both Mid Sussex District and Mid Sussex Planning Authority.

Do you think that most Members of this Council and members of the public would prefer BNG mitigation to be secured both as close as possible to the development receiving grant of planning permission and within this local authority?

Can Council prepare a list of sites ready and willing to provide biodiversity mitigation to compensate for the loss of biodiversity on development sites?

Robert Eggelston, Leader of Council replied that there will be a call for sites soon.

August Holiday Playdays program <https://www.midsussex.gov.uk/leisure-sport/whats-on-in-mid-sussex/mid-sussex-play-days/>

Cllr. Paul Brown

Written Report by Cllr Lorraine Carvalho

As part of Mims Davies MP case load, I was able to assist with a local resident's query concerning the placement of a bollard at the entrance to the Rec from Ridleys. This was part of a larger query which had included the parking of coaches in front of residents' houses (Nos 1-7) during the school term time. The Acting Head, Annabelle Fox was able to confirm that coaches no longer park in Ridleys as children are now being transported to their swimming by car. With regards to the bollard, WSCC confirmed this would fall within the boundary of the publicly maintainable highway and stated 'we have been unable to find any works relating to the removal of a bollard at this location nor anything requesting a replacement.' WSCC's response was passed onto the residents concerned.

At the Full Council Meeting held on 26th July, the administration confirmed it wished to encourage a greater co-operation between the Town and Parish Council and would be contacting the clerks in due course in order to begin this process. It is anticipated that quarterly meetings would be held between MSDC and all Town and Parishes with the aim of improving the flow of information between the two entities.

A fair of number of questions were raised by both the public and members regarding the re-opening of Clair Hall. The Leader was reminded that it was a Lib Dem election promise that Clair Hall would be re-opened again to the public for pantomines. Neither the Leader nor the Portfolio holder (Ann-Marie Cooke, Lindfield) could give a definitive answer as to when Clair Hall would be re-opened for shows etc neither could they confirm that the current contract in place with the NHS would remain in place for its full term. The Portfolio holder concluded by stating that all options were being considered.

The Portfolio holder for Sustainability, Ian Gibson (Crawley Down) informed the members that a New Homes Bonus of £2m was available (ie not yet allocated) for future infrastructure projects especially those communities that have been particularly affected by the building of new homes.

It was mentioned that Council owned assets could be designated BNG sites.

101) To note items of interest or items for inclusion at next meeting of the Parish Council

- **Mulberry & Co 3-year deal for auditing services**
- **Village Hall website**
- **Agree a date for the Neighbourhood plan working group meeting**

Date of next meeting 4th September 2023

There being no further business the meeting closed at 21:30

Chairman-----