



WEST HOATHLY PARISH COUNCIL

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

Document Reference 2318

Minutes of the Meeting of West Hoathly Parish Council held on Monday 25th September 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

District Cllr Lorraine Carvalho

124) To receive apologies for absence

Apologies were received from Cllr Paul Brown, Cllr Peter Browne and Cllr Amy Marshall.

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

There were none

126) To approve minutes of the Meeting of West Hoathly Parish Council held on 4th September 2023 (Document Reference 2316)

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

127) To receive the clerk's report

The Clerk's report was received

128) To receive Councillor reports

a) West Sussex County Councillor Report – Cllr Garry Wall

- **Covid** cases are on the rise again. Vulnerable groups are reminded that Flu and Covid vaccines are available.
- **RAAC** - Out of the 114 schools in West Sussex, one school in Horsham has been closed amid concerns over unsafe concrete.
- There continues to be budget challenges as a result of inflation pressure. A council tax increase is expected for the next financial year.

- The roads programme has been rolled out effectively, Cllr Wall explained that the roads in West Sussex are in the best shape they have been for a while.

b) Mid Sussex District Councillor Report- Lorraine Carvalho

- No major changes are expected as a result of the District Plan review.
- The Martlets retail proposal in Burgess Hill is being looked at to see what retail proposal is feasible.
- The MSDC food waste trial has been successful. MSDC would like to adopt but 4 more districts are needed to support the project for it to be successful. MSDC are awaiting government policy update as to whether it will be made mandatory.
- 12 more temporary accommodation places have been made available.
- A politically balanced working party will begin to work on the proposal to turn Clair Hall in Haywards Heath into a multi-function art place.
- Cllr Lorraine Carvalho is the Armed Forces Community Covenant Champion. Lorraine is hoping to set up an Armed Forces Veterans breakfast club.
- The West Hoathly Brickworks application has been called in for determination by the District Council Planning Committee.

c) Mid Sussex District Councillor Report- Paul Brown

The following report from Cllr Paul Brown was circulated via email.

WH Brickyard planning application DM/23/0827 will be determined by the District Planning Committee because it is a large site of over 100 homes. Amongst the second tranche of representations there is one from CPRE Sussex worthy of reading and understanding.

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. The Planning Officer has now informed applicant that the access route to and from Vowels Lane is not feasible due to Ancient Woodland.

MSDC Members have received a briefing on Development Consent Order process for GAL Northern Runway. If WHPC decided to be a responder I suspect surface transport infrastructure would be one of the most significant issues for this community and on which WHPC could provide evidence of the likely effects on the C319. Bearing in mind MSDC are unlikely to comment on surface transport issues or the wider environmental issue of growth in air traffic movements above 3000 feet, I suggest WHPC should register to become an 'interested party' and then be able to make a 'relevant representation'.

The Development Consent Order (DCO) application documents are available to view online under the ['Documents' tab on the project webpage of the National Infrastructure Planning website](#). You can also view the ['Examination Library'](#) under the 'Documents' tab, which provides a central index of all documents that currently form part of the Examination, including all DCO application documents.

Arising from MSDC Council meeting on 20th Sept.:

Motion A, Active Travel carried unanimously at MSDC.

Link to Active Travel consultation and DRAFT West Sussex Active Travel Stetgy (sic)

2023-2036 and DRAFT West Sussex LCWIP
<https://yourvoice.westsussex.gov.uk/active-travel-strategy>
Consultation period from 22nd Sept - 15th November

Motion B to provide additional support for care leavers. Again, unanimous votes in favour of the motion.

Cllr. Paul Brown

129) Planning applications

a) To note decisions from the Local Authority

The following applications have been granted permission

DM/23/1883- 3 Hoathly Hill, West Hoathly
DM/23/2048- 25 Hoathly Hill, West Hoathly

The following application has been refused permission

DM/23/1828 – Vine Yard Cottage, West Hoathly

b) To consider planning applications received from the Local Authority

DM/23/1973- Philpots Manor School, Hook Lane, West Hoathly

Conversion of two existing barns (used as equestrian stables) to create two detached dwellings, together with associated car parking, landscaping and amenity space

The Parish Council had **no objections**

DM/23/2199 - Land North East Of Philpots Cottages, Hook Lane, West Hoathly

Removal of existing porch/shed on east side and construction of new entrance porch.

The Parish Council had **no objections**

DM/23/2271 - New Coombe Farm, Station Road, West Hoathly

Retrospective application for the use of land for stationing a farm office/welfare building

The Parish Council had **no objections**

DM/23/2029- Philpots Manor School, Hook Lane, West Hoathly

Erection of Equestrian and Land Management Centre (including ancillary living accommodation for a groom and site manager) for educational purposes to expand and improve the extra-curricular learning opportunities at Philpots Manor School, together with associated access.

The Parish Council had **no objections**

130) 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

131) To note £1621.52 is held in trust by WHPC from the Coronation donations

Noted

132) To ratify and approve the payments for August & September 2023

- a) To approve the **Parish Council** expenditure as itemised on the schedule

The payments of £6,538.74 for August were ratified and approved. One additional payment was presented for September:

- 1. £590.74- Foster Landscapes

The payments of £25,282.70 for September were unanimously ratified and approved. This includes the £20,000 that has been transferred to the Cambridge & Counties bond account.

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

The payments of £460.86 for August and the payments of £1,105.95 for September were unanimously ratified and approved

133) To note the conclusion of the External Audit for the year ending 31st March 2023

The conclusion of the External Audit was noted

134) To agree the costs for the professional advice to support the Neighbourhood Plan review

It was agreed to employ planning consultant Steve Tilbury, at a rate of £60 per hour to support the working group at the initial meeting.

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

The Council did not agree to enter into a 3-year agreement. West Hoathly Parish Council have agreed to appoint Mulberry & Co as the internal auditor for 2023-24.

136) Gatwick Airport Northern Runway

- a) To agree to register as an interested party by making a relevant representation to the Planning Inspectorate. This gives the Parish Council the right to submit a written representation and to put its views forward.

It was agreed to register as an interested party.

137) To receive Committee Reports

- a) To note Minutes of Meetings taken place
 - i) Asset & Highways 18th September 2023 (document reference 2317)

The minutes were noted

138) To receive an update from the Bluebell Woods working group meeting held on the 11th September 2023

- a) To consider setting up working party to fell some of the smaller trees

The meeting notes were circulated to councillors, it was agreed to set up a working party to fell some of the smaller trees at the Bluebell Woods site.

139) To receive reports from external meetings attended by councillor

Cllr Douglas Denham St Pinnock has been reappointed to the Mid Sussex District Council Standards Committee.

140) To receive correspondence

There was none

141) To resolve in the light of the possible confidential nature of the business to be transacted, that in the public interest, the press and public be temporarily excluded and instructed to withdraw

District Cllr Lorraine Carvalho and District Cllr Garry Wall left the meeting.

142) To receive an update following the Clerk and RFO's annual review and agree salary recommendation

Cllr Douglas Denham St Pinnock provided an update following the Clerk & RFO's annual reviews. It was agreed that the Parish Office will now be open on Tuesday mornings only between 09:00am and 12:00pm. Clerk to update website.

The salary recommendation was presented to the Council and unanimously approved.

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

Date of next meeting 30th October 2023

There being no further business the meeting closed at 20:26

Chairman-----