



## WEST HOATHLY PARISH COUNCIL

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

Document Reference 2320

### **Minutes of the Meeting of West Hoathly Parish Council held on Monday 30<sup>th</sup> October 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)

#### **156) To receive apologies for absence**

Apologies were received from Cllr Peter Brown, Cllr Claire Hilton and Cllr Will Buckley. District Cllr Lorraine Carvlaho, County Councillor Garry Wall and Anita Emery also sent apologies.

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

There were none

#### **158) To approve minutes of the Meeting of West Hoathly Parish Council held on 25<sup>th</sup> September 2023 (Document Reference 2318)**

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

#### **159) To receive the clerk's report**

The Clerk's report was received

#### **160) To receive Councillor reports**

##### **a) West Sussex County Councillor Report – Cllr Garry Wall**

Cllr Wall emailed the clerk to explain that there is nothing new to report other than financial planning for next year at WSCC is seriously challenging.

Localised flooding is causing issues across the County, impacting on work schedules. The work discussed at the Fox junction is on the agenda, but it has not been added to the work programme yet. Cllr Wall has asked for an update but suspects we are in a queue.

##### **b) Mid Sussex District Councillor Report- Lorraine Carvalho**

The following report was circulated to members via email

## Cllr Lorraine Carvalho Report

Research and reading continues around the Brickworks Development which includes reviewing the Mid Sussex District Plan, the AONB draft management plan and all submissions made as part of the application on the MSDC website.

A meeting has been set up for 12<sup>th</sup> November with the AONB officer, Jennifer Hollingum which both myself and Cllr Paul Brown will be attending.

It is noted that the Philpots App DM/23/2029 has been withdrawn.

On 18.10.23, MDSC responded to the Levelling Up and Regeneration Bill: Consultation on implementation of plan-making reforms. Broadly the council is in support of the recommendations except for the new 30-month plan timeframe which it considers insufficient (Chp 2). They are also in favour of being able to save existing plans and planning documents in order to avoid the potential possibility of re-examining sites leading to delays and uncertainty for community infrastructure.

From Tuesday 31.10.23 absent voters will be able to apply for a postal or proxy vote online. These changes are as a result of the Elections Act 2022.

Cabinet continues to make Community Grant Awards across the district and have recently approved the release of S106 funds for larger community projects. I would encourage the Parish Council to consider applying for such funds if needed/required.

The Department for Work and Pensions (DWP) (16 October) launched its Household Support Fund Awareness Week to promote the good work that councils have done in delivering the scheme so far, and to encourage people to visit their council's website for more information on support available in their area.

### **c) Mid Sussex District Councillor Report- Cllr Paul Brown**

- Cllr Brown reported that West Hoathly Parish Council meetings clash with Lindfield Rural's meetings a few times a year as they operate a 6 week meeting cycle. Cllr Brown explained how he had asked Lindfield Rural if they would be prepared to change their day but it was noted they have now agreed their meeting schedule for the next 4 years.
- Clair Hall- the cross-party working group is made up of 12 members, who are not members of the Scrutiny Committee. The project is expected to go on for at least a year.
- Cllr Brown has joined the Financial Budget Working Group.
- The new Green Spaces contractor has not yet been confirmed.

## **161) Planning applications**

### **a) To note decisions from the Local Authority**

The following applications have been granted permission

DM/23/2086 - The Conservatory  
DM/23/2246 - The Potters House  
DM/22/0536 – Moatlands  
DM/23/2271 - New Coombe Farm

The following application has been withdrawn

DM/23/1379 - Chiddinglye Farm  
DM/23/2029 - Philpots Manor School

**b) To consider planning applications received from the Local Authority**

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

Timber framed twin car port garage with enclosed garden store and home office / studio above. Supporting information received 04.10.2023.

The Parish Council had **no objections**

**DM/23/1031/1032 - Upper Pendent, North Lane, West Hoathly**

Proposed single storey rear extension.

Listed Building Consent

The Parish Council had **no objections**

It was noted that an additional application had also been circulated to councillors, however as not all members had seen it, it was agreed to request an extension to consider the application at the next meeting.

**162) To note the following licensing application**

LI/23/1487- Hook Farm, Hook Lane, West Hoathly – Premises Licence

This licensing application was noted

**163) 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

**164) To ratify and approve the payments for October 2023**

a) To approve the **Parish Council** expenditure as itemised on the schedule  
One additional payments was presented for October-

1. £220.00 – Gary Coxhall

The payments of £4,515.72 for October were unanimously ratified and approved.

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

The payments of £1,602.05 for October were unanimously ratified and approved

**165) To consider a request from St Margaret's Church to hold a 'Big Picnic' on Finche Field on Sunday 14<sup>th</sup> July 2024 from 12pm-3pm**

- a) To consider a grant request of £650 from St Margaret's Church to come out of the Jubilee/Coronation fund that the Parish Council holds on trust

The request to hold the 'Big Picnic' at Finche Field on the 14<sup>th</sup> July 2024 was agreed, however the grant request was not agreed at this time. The Council would like the organiser to reconvene a meeting of the 'Coronation planning group' to establish their views before a decision is made.

**166) Local History Archive**

- a) **To receive the feedback following the meeting with the County Archivist**

On Thursday 28th September members of West Hoathly Village Hall Management Committee met with West Sussex County Archivist Wendy Walker to discuss solutions for storing the Local History Archive. Wendy explained that the Records Office would be happy to work with the committee/council to come up with a solution on how best to store the archive material. As an initial step Wendy invited members to visit the Records Office in Chichester to see what they do and to discuss future plans.

- b) **To agree next steps**

Date to visit Records Office to be arranged

**167) To receive report from the Management Committee of West Hoathly Village Hall (meeting held on 16<sup>th</sup> October (document reference 2219)**

Cllr Martin Robinson provided an update, the minutes have been circulated and it was noted that maintenance continues to be an ongoing issue. Cllr Robinson explained that Action in Rural Sussex (AiRS) have a new member of staff starting in November that may be able to assist the committee with available grants.

**168) To receive Committee Reports**

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

The minutes were noted

**169) To receive an update from the Neighbourhood Plan working group meeting held on the 9<sup>th</sup> October 2023**

The Clerk provided an update. The independent planning consultant recommended as an initial step that the working group request feedback and advice from MSDC. It was also recommended that the working group systematically review the plan, policy by policy, looking for examples of where the plan has helped or not helped and where changes may be needed.

**170) To receive reports from external meetings attended by councillors**

- WSALC AGM- Friday 20<sup>th</sup> October 2023 (Cllr Douglas Denham St Pinnock, Cllr Martin Robinson)

Cllr Denham St Pinnock provided an update, it was noted that the meeting was well attended. Minutes have been circulated to councillors.

**171) To receive correspondence**

Public consultation has begun on the future of active travel in West Sussex. The proposals that are being put forward set out how WSCC can deliver improved walking, wheeling and cycling facilities across the county.

You can find out more about the suggested improvements by visiting the project's website:

<https://yourvoice.westsussex.gov.uk/active-travel-strategy>

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

- 84 Bus Service
- 'Big Picnic' grant request

Date of next meeting 27th November 2023

There being no further business the meeting closed at 20:53

Chairman-----