



## WEST HOATHLY PARISH COUNCIL

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

Document Reference 2404

### **Minutes of the Meeting of West Hoathly Parish Council held on Monday 26<sup>th</sup> February 2024 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\*

Manfred Lindfield

\* denotes absence

#### **Also present:**

Leanne Andrews (clerk)

Anita Emery (RFO)

County Cllr Garry Wall

There was 1 member of the public present. The member of the public introduced themselves and gave an overview on why they would like to become a Parish Councillor.

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

Apologies were received from Cllr Amy Marshall

#### **288) To co-opt a new member to the Parish Council**

The Parish Council voted unanimously to co-opt Manfred Lindfield as a Parish Councillor. The Declaration of Acceptance of Office was read out and signed.

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

As a governor of West Hoathly Primary School Cllr Darvill declared an interest in item 12 on the agenda.

It was noted that Cllr Brown has an expense claim due to be authorised under item 9a.

#### **290) To approve minutes of the Meeting of West Hoathly Parish Council held on 29<sup>th</sup> January 2024 (Document Reference 2402)**

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

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

The clerk's report was received.

#### **292) To receive Councillor reports**

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

- Cllr Garry Wall has been working with Cllr Will Buckley to come up with a solution to infill some of the gullies on Cob Lane. The work is ongoing.
- Cllr Wall has been in touch with Cllr Peter Browne regarding the large sink hole outside Hams Rough in Highbrook. The work involved is more complex than initially thought.
- Budget - cabinet have approved an increase in core council tax of 2.99%, plus an additional adult social care precept of 2%.
- Despite the established roads programme, the rainfall this Winter has added additional pressure.

**b) Mid Sussex District Councillor Report- Cllr Paul Brown**

- West Hoathly Brickworks planning application may go to the District Planning Committee for consideration on the 21<sup>st</sup> March.
- Cllr Brown and Cllr Carvalho attended a Clair Hall executive working group meeting on the 26<sup>th</sup> February.
- The next Full Council meeting will take place on the 28<sup>th</sup> February

**Mid Sussex District Councillor Report- Cllr Lorraine Carvalho**

**The following report was sent via email.**

District Plan consultation period is now closed – 23<sup>rd</sup> February 2024.

It is disappointing to note the Planning Officer has not allowed the District Councillors to call in the Philpots Barn application.

There is little else to report but we have the following meetings coming up:

- 2<sup>nd</sup> Stage Technical Review Panel Meeting for Clair Hall to take place on 26<sup>th</sup> February.
- Full Council Meeting to take place on 28<sup>th</sup> February
- JAC Board meeting for High Weald AONB to be held on 12<sup>th</sup> March 2024

Finally, I am delighted to report that the Inaugural Burgess Hill Veterans Breakfast Club meeting will take place on April 21<sup>st</sup> 2024 at the Top House, Keymer Road, Burgess Hill.

**293) Planning applications**

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

The following applications have been granted permission

DM/23/3199 - 21 Hamsey Road  
DM/23/2790 - 1 Cleveland Cottages

The following application has been withdrawn

DM/23/2714 - 1 Peckhams

DM/23/2707 - 1 Peckhams – Listed Building Consent

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

**DM/23/2491 - Duckyls Farm Centre, Selsfield Road, West Hoathly**

Change of use from agricultural building to offices and a multipurpose space to be used ancillary to the care home, partially demolish the unstable structures to the front and insert new doors and windows. (Revised plans and Arboricultural Impact Assessment received 30.01.2024. Revised description agreed 31.01.2024)

The Parish Council has **no objections** but do have concerns over the highways issues and apparent failure to notify Duckyls Farmhouse of the application.

**DM/24/0296 - 7 Hamsey Road, Sharpthorne**

Proposed single storey rear extension - part first floor rear extension

The Parish Council has **no objections** but do have concerns regarding the neighbouring properties objections and potential loss of light.

**DM/24/0199 - Vine Yard Cottage, North Lane, West Hoathly**

Single-storey front extension and double storey rear extension at lower ground floor level (Amendments to previously approved DM/22/2692)

The majority of the Parish Council has **no objections**

**DM/24/0339 - The Potters House, Selsfield Road, West Hoathly**

Listed Building Consent

Replace existing window with new to match existing. Replace existing timber store doors with timber doors and replace existing small roof portion over store doors with lead roof to match existing

The Parish Council has **no objections**

**294) 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

**295) To ratify and approve the payments for February 2024**

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

Two additional payments were presented for February

1. £160.00 – Gary Coxhall
2. £1,314.14 – MSDC Dog bin collections

The payments of £5,950.50 for February were unanimously ratified and approved.

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

The payments of £894.41 for February were unanimously ratified and approved

**296) To receive the draft schedule of meetings for 2024-25**

The draft meeting schedule was noted and will be agreed at the Statutory Annual meeting on the 20<sup>th</sup> May.

**297) To consider a motion proposed by Cllr Paul Brown that West Hoathly Parish Council meets every six weeks in Full Council and meets every six weeks to consider planning applications.**

Position papers from the Clerk/RFO and Cllr Brown were circulated via email, after discussion it was agreed to vote.

2 – in favour of proposal

6- against

Therefore, there will be no changes to the meeting schedule or the way planning applications are considered.

**298) To consider a request from West Hoathly Primary School for permission to be given to Sussex Coffee Trucks to park at the entrance to North Lane Recreation Ground to sell coffee and cakes**

Items of correspondence from the Headteacher and a resident were circulated via email. Following discussion, the Council agreed unanimously to give permission to Sussex Coffee Trucks to park at the entrance to North Lane Recreation Ground to sell coffee and cakes. This will be subject to review.

It was agreed to give the Headteacher/Business Manager a key to the gate at North Lane Recreation Ground to provide access for the truck to be parked inside the gate area.

**299) To agree suitable projects for Local Community Infrastructure contributions in the event that application DM/23/0827 (Brickworks) is approved**

The correspondence from Senior Planning Officer, Stuart Malcom was noted. Clerk to follow up.

**300) To consider a grant request of £700 from West Hoathly Royal British Legion to come out of the Jubilee/Coronation fund that the Parish Council holds on trust. The funds will be used to commemorate the 80<sup>th</sup> Anniversary of D-Day**

The request was unanimously agreed.

**301) To agree the Vinols Cross Design Competition Proposal to be launched at the Parish Assembly on the 4<sup>th</sup> March**

With some proposed drafting changes, the Vinols Cross Design Competition Proposal was unanimously agreed and will be launched by Cllr Darvill at the Parish Assembly on the 4<sup>th</sup> March.

**302) To receive report from the Management Committee of West Hoathly Village Hall (meeting held on 19<sup>th</sup> February 2024 (document reference 2403))**

Cllr Robinson provided an update on the recent visit to Chichester Records Office. It was noted that the Collections Manager at the Records Office is due to visit West Hoathly to view the Local History Archive in a view to making a recommendation on how best to store the material.

The Management Committee agreed a draft budget for 2024-25 that will be presented to the Trustees of West Hoathly Village Hall.

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

Cllr Douglas Denham St Pinnock gave an update on the meetings that he has recently attended.

- Malcolm Eastwood Memorial Service- 16<sup>th</sup> February
- Horsham AGM – 21<sup>st</sup> February
- Action in Rural Sussex (AiRS) Rural Affordable Housing partnership – 21<sup>st</sup> February

**304) To receive correspondence**

An item of correspondence from West Sussex regarding the Post-16 Transport Policy Statement Consultation was circulated.

An email from a resident regarding the Coffee Truck Van at North Lane Recreation Ground was shared with the Council. It was noted that parking spaces are reserved for School Staff only and staff have agreed to move their cars to accommodate the coffee truck. Staff will also be given a key to the Recreation Ground gate to allow the truck to be parked further back from the road.

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

Cllr Claire Hilton provided an updated on the Sussex Local Nature Recovery Strategies - Parish & Town Council briefing that she attended.

- Bluebell Woods

Date of next meeting 25<sup>th</sup> March 2024

There being no further business the meeting closed at 20:54

:

Chairman-----

