MINUTES of the Meeting of the Council held on Thursday 12 March 2015 at 8.00pm in the Village Centre, Trinity Road, Hurstpierpoint.

Members Present

John Wilkinson - Chairman
Sue Bourn
Rosemary Burns
Stephen Hand - Chairman from item C704
David Evans
Rodney Jackson
Tony Lank
John Lowman
David Sharp
Julia Shorrocks
Matthew Stokes

Also Present:

Cllr Colin Trumble (MSDC Ward Member) (part meeting only)
Stephen Hoyles – CLERK TO THE COUNCIL
1 member of the public

C703. Election of the Chairman of the Parish Council for the remainder of the Council year 2014/2015: One nomination was received and the meeting duly elected Mr Stephen Hand as Chairman of Council for the remainder of the Council year 2014/2015. The Chairman accordingly signed the Declaration of Acceptance of Office and took the chair for the meeting. The new Chairman Stephen Hand expressed his thanks on behalf of the Council to outgoing Chairman John Wilkinson, particularly for his work in securing the Neighbourhood Plan.. *(Ref: Form of Nomination – election of Chairman)*

C704. Apologies for absence and declarations of interest: The following apologies were received prior to the meeting and accepted: Allan Brown, Judith Marsh, Bob Sampson, James Smith, Cllr Peter Griffiths (WSCC Ward Member). There were no declarations of interest.

C705. Election of the Vice-Chairman of the Parish Council for the remainder of the Council year 2014/2015: One nomination was received and the meeting duly elected Mr John Wilkinson as Vice-Chairman of Council for the year 2014/2015. The Vice-Chairman accordingly signed the Declaration of Acceptance of Office. *(Ref: Form of Nomination – election of Vice-chairman)*

C706. Minutes and Confidential Minutes of the Meeting of the Council held on 12 February 2015: The Minutes were received and accepted and signed by the Chairman.

C707. Matters arising from the Minutes of the Meetings of the Council held on 12 February 2015: The Council considered matters arising from the Minutes which were not covered elsewhere on this agenda:

(1) Minute C697. Land north of Highfield Drive, Hurstpierpoint – s106 Agreement: It was reported that the Agreement had been signed on 12 March 2015. *(Ref: Planning application MSDC Ref 14/01515; Highfield Drive s106Agreement version 8 Jan 2015)*

(2) Minute C700.5 WSCC Watershed programme: The Council was advised that an application had been prepared by the Parish Office, in conjunction with the landowners and WSCC. The scheme comprised clearing a culvert and ditch to enable surface water to flow more freely, thereby reducing the incidence of localised flooding. 10 residential properties and 1 commercial property would benefit from this scheme. The cost was £4,800 + VAT and a contractor had been selected by the landowners. The Parish Council is the 'community group' promoting the scheme and would receive a grant for the full payment from WSCC. (*Ref: Operation Watershed application – Washbrooks Farm – March 2015)*

(3) Minute C698 – High Street Improvements Scheme: John Wilkinson reported on a recent meeting he had with representatives of the High Street traders, at which a request was made for the purchase of signage materials, for a cost of £2,598.50 + VAT, which was within the £5,000 contingency limit set by Council. *(Ref: Calico estimate 5 March 2015)*

C708. Adjournment for questions from the public: The Council agreed to adjourn the Meeting in accordance with clause 1(d) of Standing Orders, to receive questions from a member of the public in attendance. The member of the public expressed his concern that the Parish Council had not been sufficiently diligent in reporting the existence of potholes in the highway, to West Sussex County Council. It was explained that WSCC had a clear reporting system, requiring measurements and photos and intervention levels, and the member of the public described his own recent success in reporting. The Chairman thanked the member of the public for the comments and explained that the Council reported all potholes that were reported to it by the public, but Parish Council resources did not always enable the detailed work. However, it was agreed that suitable information links would be added to the Parish Council website. The meeting then reconvened.

C709. Reports from other authorities: The Council received verbal reports from representatives of other Authorities:

C709.1 Mid Sussex District Council (MSDC) : Cllr Colin Trumble congratulated the outgoing and incoming Chairman of Council and then reported as follows: (1) The submission District Plan would be considered by the District Council on 18 March 2015. The housing targets had been increased from 10,600 to 11,050. (2) Other N'hood Plans in

the district were moving forward, and these gave protection against unwanted development. However, the District Council's lack of a 5-year housing land supply placed all areas under pressure, until such time as the revised District housing targets were accepted. (3) The constructive meeting between District and Parish Councils on 24 February 2015 regarding the High Street Scheme, was noted. Questions were then raised from the meeting regarding the MSDC position on Gatwick Airport second runway proposals, the role of granted planning permissions in counting towards the 5-year housing land supply, and the robustness of the District Plan revised housing targets. The Council noted the conflict between the Parish Neighbourhood Plan and the District Plan regarding the land allocation on the A2300 road, and the suggestion of a Science Park. The Chairman then raised the matter of the Revenue Support Grant allocated to the District Council, in respect of the revised application of Council Tax, which was intended to be passed to Parish Councils, but withheld by the District. (Minute C714(4) refers.). The Parish Council was concerned that the District was one of very few that had withheld, and which had contributed to the Parish increasing its Council Tax by 2.67% (Band D household) for 2015/16. Cllr Trumble said that he would ask the District Finance officer to respond.

C708.2 West Sussex County Council County Local Committee (WSCC/CLC) : Cllr Peter Griffiths was not present to offer a report.

C708.3 Mid Sussex Association of Local Councils (MSALC) : Rodney Jackson advised that there was no report on this occasion.

C709. Accounts and finance:

C709.1 Accounts: Payments and receipts: The Council was asked to RESOLVE the following:

a) to approve the payment of accounts totalling £8,336.32 for month 12 (March). The matter of re-purchase of burial plots (from those who decided to sell back to the Council) was noted and suggested that an administration charge should be made.
b) to note receipts of £9,855.00 for month 10 (February). The receipt of a grant from MSDC as part of the Frontrunner Neighbourhood Plan programme was noted.

(Ref: Schedules 11,12)

RESOLVED: The Council approves the schedule of payments of £8,336.32 for March 2015 .

C710. Committee reports:

The Council received and noted the Committee minutes and considered any RECOMMENDATIONS:

C710.1 Planning & Environment Committee (19 February 2015)

C710.2 Neighbourhood Plan Working Group (3 March 2015)

(1). Future of the Working Group: The Working Group brought a RECOMMENDATION to Council regarding its future role, now that the Neighbourhood Plan has been produced.

RESOLVED: The Working Group continues its current remit after the new Council is formed in May 2015.

C711. PARISH 2031 Neighbourhood Plan – Referendum: The Council noted that the Referendum took place on 12 February 2015 and 2139 electors voted which was a 42% turn-out. 92.4% (1972 electors) voted in favour of the Plan. The Plan was due to be formally 'made' by the Planning Authorities: South Downs National Park Authority on 12 March 2015, and MSDC at its meeting 18 March 2015. The Plan would then become the formal planning guidance for the Parish. A final 'Made Version' of the Plan will be published by the Parish Council immediately after these adoptions. The council was keen to understand the degree to which MSDC would take proper account of the Plan, particularly as their District Plan was not yet final. It was agreed that it would be helpful to convene a meeting with the Planning Cabinet Member and senior planning officers to clarify the issue.

C712. Street-naming – Chalkers Lane (South) development: MSDC had asked the Council for suggestions of names for the new estate roads on the development, and the Council was invited to offer suggestions. MSDC had offered some guidance on the matter. *(Ref: MSDC email 23 February 2015 – Request for Street names)*

RESOLVED: Members David Evans and Matthew Stokes would together agree a shortlist of 5 names, for submission.

C713. Sayers Common Village Hall – funding for extension: Further to Council meeting 11 December 2014 (Minute C673.2) the Council was advised that the DCLG (Dept for Communities and Local Government) had approved the application for a loan of £35,000, to be repaid over 5 years, so that a grant can be made for this sum to the Village Hall trustees. It was intended that the loan will be accessed at the start of Financial Year 2015/16 and the grant made shortly afterwards. The Council considered the option of a fixed or variable rate of interest on the loan, and agreed that a fixed version allows for more certain budgeting. It was noted that the prevailing rate on this day was 1.77%, but this changed daily, and would be set on the day that the loan was granted by PWLB. *(Ref: DCLG ltr - Borrowing Approval – 26 February 2015)*

RESOLVED: The Council confirmed that the PWLB loan for £35,000 over 5 years should be taken on a fixed rate of interest.

C714. Information items, correspondence received and requests: The Council noted the following matters and to offer comment where appropriate:

(1) Burgess Hill Town Council: A new CEO, Steve Cridland, has been appointed to replace retiring Clerk David Carden. *(REF: BHTC letter 23 February 2015)*

(2) WSCC Current Issues Newsletter – February 2015: *(3 documents)*

(3) South Avenue Recreation Ground – request for temporary carparking: A member of the public owns a property adjacent to the Recreation Ground and has requested temporary parking for one day, to serve an event at his home. The area in question would be south of the tennis courts. The Council considered that it was not appropriate, but agreed to offer some space for the day in the Cemetery access road (South Avenue). *(Ref: Email 19 February 2015 – Mr Whelan)*

RESOLVED: The Council regretted that it would not agree to the request.

(4) MSDC – question from Chairman of West Hoathly Parish Council: A question was tabled at MSDC regading the Revenue Support Grant.. *(Ref: TABLED Council 25 February 2015)*

C715. CONFIDENTIAL MATTERS:

The Council is asked to determine whether to close the meeting to the public and the press under the Public Bodies (Admissions to Meetings) Act 1960 to discuss the following item:

Christmas Lights:

RESOLVED: To close the meeting to the public and the press under the Public Bodies (Admissions to Meetings) Act 1960.

There being no other business the Chairman closed the Meeting at 9.28 pm. Chairman