MINUTES of the Meeting of the Council held on Thursday 16 July 2015 at 8.00pm in the Village Centre, Trinity Road, Hurstpierpoint.

Members Present

Stephen Hand - Chairman
Rosemary Burns
Rodney Jackson
Tony Lank
John Lowman
Judith Marsh
Steve Whitehead
John Wilkinson

Also Present:

Cllr Anthony Watts-Williams (MSDC Ward Member) (part meeting)
3 members of the public.
Stephen Hoyles – CLERK TO THE COUNCIL

The Chairman began by welcoming co-opted member Cllr Pam Mitchell to her first meeting of the Council and Cllr Mitchell briefly explained her longstanding links with Hurstpierpoint.

C15/032. Apologies for absence and declarations of interest: The following apologies for absence were received before the meeting and accepted: Allan Brown, David Evans, Ceri O'Connell, Bob Sampson, Julia Shorrocks, Matthew Stokes. Judith Marsh declared a personal interest in Items Minute SP15/010. PARISH 2031 Neighbourhood Plan - SAYERS COMMON – Housing Sites Appraisal and Minute SP15/011 Kingsland Laines, Sayers Common – response to DCLG. There were no other declarations of interest in accordance with the Council's Code of Conduct.

C15/033. Minutes of the Meeting of the Council held on 18 June 2015: The Council received and accepted the minutes which were then signed by the Chairman.

C15/034. Matters arising from the Minutes of the Council held on 18 June 2015: The Council considered matters arising from the Minutes which were not covered elsewhere on this agenda.

(1) Minute: C15/029. Parish Plan – Community Life 2016-21: The Council was asked to note that Community Affairs Committee at its meeting 25 June 2015, agreed to form a Parish Plan WORKING GROUP, with members Bob Sampson, Matthew Stokes, Steve Whitehead and Rodney Jackson. The creation of Working Groups had been agreed by Council at the AGM on 21 May 2015, and this would normally be the case, to ensure that membership is drawn from across the Council and terms of reference are properly set. However, on this occasion it was agreed that the Council now confirms this new Group. It was further agreed that the Working Group should consider including members who were not on the Community Affairs Committee.

RESOLVED : The Parish Plan Working Group is confirmed and the membership noted.

C15/035. Adjournment for questions from the public: The Council considered whether to adjourn the Meeting in accordance with clause 3(e) of Standing Orders, in order to receive questions from members of the public in attendance.

RESOLVED : The Council Meeting is adjourned.

A member of the public said that she represented Hurst Traders and asked whether the High Street Improvements Scheme was now committed. The person said that she was concerned that no survey of High Street movements had been undertaken. The Highway Consultants responsible for the Scheme had apparently previously said that no changes were required to accommodate extra traffic from the new developments in the village, so asked why this Scheme was required as it was not a good use of public money. The Chairman explained that the Scheme was being substantially funded by s106 developer contributions, so were not publically raised funds; the Scheme had been the result of extensive surveys, both technical and of public opinion, including seeking the views of the Traders; it was not intended to facilitate increased traffic flow, but to improve road safety; and the proposals had completed all the necessary regulatory checks, and would be proceeding.

Another member of the public asked for how long the Scheme would be monitored after completion. One Member of Council suggested that perhaps the designation of the loading bay and parking spaces could be later reconfigured, if the current proposals did not work as hoped.

A member of the public asked what was being done to improve long-term parking in the village, and whether South Avenue and the recreation ground had been considered for providing additional spaces. The Chairman advised that a parking survey was to be undertaken in the Autumn, to assess the best use of the two carparks, and this would also include a survey of South Avenue.

A member of the public asked whether any action was being taken to restrict very large HGV's using the High Street as a through route, and the question was noted.

The Council then reconvened the Meeting.

C15/036. Reports from other authorities: The Council received verbal reports from representatives of other Authorities:

(1) Mid Sussex District Council (MSDC): Cllr Anthony Watts-Williams reported the following: (1) The Distict Plan was currently at the Pre-Submission Consultation stage, expiring 24 July 2015. The District Council were working

towards establishing an agreement for 'duty to cooperate' with neighbouring authorities, as required by the NPPF planning regulations. (2) MSDC had demonstrated a good delivery of affordable housing in 2014. (3) The Airports Commission finding, recently published, comparing Gatwick with Heathrow, had been noted. (4) The Government's recent announcements on devolution of powers to cities had been noted, with particular respect to possible impacts and opportunities for Mid Sussex in the longer term.

(2) West Sussex County Council County Local Committee (WSCC/CLC) : Cllr Peter Griffiths was not available to report on this occasion.

(3) Mid Sussex Association of Local Councils (MSALC) : Rodney Jackson reported : (1) The MSALC committee was due to meet 22 July 2015 and a new chairman would be elected. (2) He had attended the WSALC committee earlier in the day and had been appointed Chairman. It had been noted that the SALC subscription fees had increased by 2%. The West Sussex Police superintendent had reported to the meeting, advising of significant budget constraints, which would result in a 30% reduction in available PCSO's. The meeting had expressed concern about the effects of budget constraints, particularly in the area of adult social care. (3) A NALC Policy meeting took place on 14 July 2015, at which the matter of charging business rates on community buildings had been addressed. It was noted that the political trend was to devolve duties and powers to the lowest suitable tiers of government, with corresponding effects on parish councils. Members of Council expressed concern at the PCSO reduction , and also questioned whether SALC was doing enough cost saving. In response Rodney Jackson advised that the SALC director had recently moved to a 4-day week in order to reduce cost.

C15/037. Committee and Working Group minutes: The Committee Chairmen introduced each Minutes, which the Council received and where appropriate, considered the RECOMMENDATIONS: :

(1) Planning Committee (30 June 2015). The committee Chairman noted that there had been some discussion on the naming of the A2300 road, and that Dumbrills Farm Way or Barn Owl Way had been subsequently suggested, but not yet agreed.

(2) Community Affairs Committee (25 June 2015)

(3) Strategic Planning Working Group (7 July 2015)

Minute SP15/010. PARISH 2031 Neighbourhood Plan - SAYERS COMMON – Housing Sites Appraisal: The Working Group had reviewed progress on the Housing Sites Appraisal for Sayers Common. The Council's retained Planning consultant had produced a report covering the nine known sites on the schedule (Parish Housing Land Availability PHLAA) which the Working Group was asked to note. It was agreed that the Housing Sites Appraisal Schedule is updated and the consultant's report appended, and the documents published for comment and information with a closing date mid-September 2015. It was suggested that a display could be presented, perhaps in the Community Shop in Sayers Common. *(Ref: Report on Future Housing sites, Sayers Common (Dowsett Mayhew) June 2015 ; Parish Housing Land Availability Assessment (PHLAA) – Methodology May 2015)*

RESOLVED: The updated Housing Sites Appraisal Schedule (Sayers Common) and the consultant's report on sites are published for information and comment.

Minute SP15/011. Kingsland Laines, Sayers Common – response to DCLG: Further to Minute SP15/004.2 of the Working Group meeting of 9 June 2015, the Working Group had considered a draft response to the Judicial Review decision, prepared by the Council's Planning Consultant, following the planning enquiry. The closing date was 10 July 2015 and it was agreed to make a response and report to Council. *(Ref: DCLG ltr ref APP/D3830/A/12/2189551, 16 June 2015; Draft HP&SCPC response; Dowsett Mayhew DCLG ltr 9 July 2015)*

RESOLVED: The Council notes the agreed response to the Judicial Review of the planning decision.

Minute SP15/012. Mid Sussex District Plan – Pre-Submission Version – March 2015: The closing date for comments on the Plan was 24 July 2015. It was noted that the substantial issue of interest remained the aspiration of the A2300 Science Park (Policy DP2) and, following the MSDC meeting of 7 July 2015 (Minute SP15/009.2 above) the Working Group had agreed to propose that the Parish Council should prepare a Memorandum of Understanding (MoU) with MSDC. This MoU would set out the key areas of interest which would be investigated and addressed before the Parish Council confirmed its support. The Council considered its earlier response of 15 January 2015, to the draft District Plan, and agreed that this next response would focus only on the A2300 Science Park and the Council's inclusion in detailed planning of the Northern Arc, insofar as it impacted on the Parish area. *(Ref: MSDC District Plan Submission Version March 2015; HP&SCPC email 15 January 2015; BRIEFING NOTE A2300 Science Park – Memorandum of Understanding – key points – 9 July 2015)*

RESOLVED: The Council offers a A2300 Science Park Memorandum of Understanding to MSDC, to agree key areas to be investigated and addressed before the Parish Council confirms its support.

(4) Finance + General Purposes Committee (9 July 2015)
Minute F15/0 Pension fund: The Committee considered this matter and made a recommendation to Council, which was duly considered. *(Ref: BRIEFING NOTE – Staff Pension Gratuity Scheme - 30 June 2015)*

RESOLVED: That the Gratuity Pension Scheme is dissolved and that the total amount is apportioned to the four members of staff who are members of the WSCC LGPS, in proportion to their total earnings in the Council's employment up to 31 December 2014, and that they are used to purchase Additional Pension contributions in the LGPS, subject to individual acceptance by the affected members of staff.

(5) Pitt Lane Working Group (16 June 2015):

(6) Traffic + Parking Working Group (23 June 2015)
Minute TP15/006: Cuckfield Road Traffic Management: The Working Group had agreed to propose that a feasibility study should be undertaken to explore options for traffic and parking management, taking account of the new developments at Chalkers Lane and Little Park. The study should also consider the possibility of introducing the Village Gateway at the entrance to the built-up are, as previously investigated. The Council suggested that the potential impacts on some of the feeder roads should also be addressed, particularly Iden Hurst.

RESOLVED: A Cuckfield Road traffic management feasibility study is commissioned, to be undertaken by highway consultants.

(7) Play Area Working Group: (1 July 2015):

C15/038. War Memorial: The Council has received a request that an additional name is added to the Memorial. As owner of the Memorial the Council has the power to grant such permission. *(Ref: BRIEFING NOTE War Memorial 13 July 2015).*

RESOLVED: The Council agrees to the addition of a name to the Memorial.

C15/039. Members' Code of Conduct: The Council reviewed and adopted the Council's Code of Conduct, previously adopted 17 July 2014, and to confirm its adoption. *(Ref: HP&SCPC Code of Conduct for Members – July 2015)*

RESOLVED: The Council adopts the Code of Conduct for Members - July 2015.

C15/040. Complaints Procedure: The Council reviewed and adopted the COMPLAINTS PROCEDURE which is based on the NALC guidelines Handling complaints 2008. This was last approved by Council 17 July 2014 and no changes have been made since. *(Ref: HP&SCPC COMPLAINTS PROCEDURE July 2015; NALC Complaints Guidelines 2008)*

RESOLVED: the Council adopts the Complaints Procedure and NALC guidelines.

C15/041. Information items, correspondence received and requests:
(1) SALC Newsletter: *(SALC Newsletter July 2015)*
(2) SDNPA Newsletter: *(Some Highlights of SDNPA Work – May 2015)*
(3) MSDC Consultation – Hackney Carriage and Private hire: MSDC is consulting on a revised policy, with a closing date of 26 August 2015. *(Ref: MSDC ltr 1 July 2015; Draft Hackney Carriage+ Private hire Licensing Policy – November 2015)*
(4) Local Government Boundary Commission: The Boundary Commission is undertaking an Electoral Review of West Sussex, with a consultation closing date of 31 August 2015. *(Ref: Local Government boundary Commission – ltr 23 June 2015)*

There being no other business the Chairman closed the Meeting at 9.35pm. Chairman