

MINUTES of the Meeting of the Council held on Thursday 27 July 2017 at 8.00pm in the Village Centre, Trinity Road, Hurstpierpoint.

Members Present

Allan Brown - Chairman for the meeting
Rosemary Burns
David Evans
Rodney Jackson
Amanda Geel
John Lowman

Tony Lank
Malcolm Llewellyn
Martin Machan
Bob Sampson
Julia Shorrocks
Steve Whitehead

Also Present:

Colin Trumble (MSDC Ward member)
Stephen Hoyles CLERK TO THE COUNCIL
Joy Dennis (WSSC Ward member)

C17/029. Apologies for absence and declarations of interest: The following apologies for absence were received before the meeting and accepted: Stephen Hand, John Wilkinson (MSDC Ward member), Anthony Watts Williams (MSDC Ward member). The following declared a personal non-pecuniary interest in item C17/035.3 Parkland – Little Park: Land transfer: Rodney Jackson. There were no other declarations of interest.

C17/030. Minutes of the Meeting of the Council held on 29 June 2017: The Council received and accepted the minutes. Minute C17/027: It was agreed that the phrase '(there have been two so far)' was moved to follow '...3 or 4 times a year...'. The correction was made and the minutes were then signed by the Chairman.

RESOLVED: The Minutes of the Council annual meeting of 29 June 2017 are approved.

C17/031. Matters arising from the Minutes of the Council held on 29 June 2017: There were no matters arising from the Minutes which are not covered elsewhere on this agenda.

C17/032. Adjournment for questions from the public: There being no members of the public present, the Council was not required to consider whether to adjourn the Meeting in accordance with clause 70 of Standing Orders.

C17/033. Reports from other authorities: The Council received verbal reports from representatives of other Authorities:

(1) Mid Sussex District Council (MSDC): Cllr Colin Trumble reported: (1) District Plan Examination: The further hearings took place 26/17 July 2017 and the Inspector agreed to set housing targets at 876 dpa until year 2023/24, then rising to 1090dpa until the end of the Plan period at 2031. This equated to a total of 16,392 in the remaining period. The 5-year HLS (housing land supply) had been calculated on these targets and it had been agreed that the current figure was just over the 5 years. The Inspector was expected to confirm his report in autumn 2017 with MSDC formally adopting shortly after. It was possible that MSDC could be looking for further strategic sites in order to meet the housing target uplift in 2023/24. In discussion the meeting expressed concern that in some cases permissions had been granted but developers were not building. Concern was also expressed that MSDC were giving insufficient weight to the recommendations of the Parish Council and of the Neighbourhood Plan, when assessing new applications. (2) Court Bushes: Some further progress was being made between MSDC as landlord and the tenants of the building, regarding its maintenance and use.

(2) West Sussex County Council County Local Committee (WSSC/CLC): Cllr Joy Dennis reported: (1) Traffic and parking – joint councils' working group: The Group had met on 4 July 2017 (minutes had been distributed to Members) and Cllr Dennis had recently met some High Street traders. (2) Cuckfield Road resurfacing was due to take place in August. (3) The SID (speed indicator device) had been installed in the High Street, in conjunction with the Parish Council. It was intended that it would later be placed in Sayers Common. (4) Details were being obtained of possible grants available for the refurbishment of historic shop fronts. (5) Cllr Dennis was to meet St Lawrence School in September. (6) There was concern about increased traffic flows in Reeds Lane, Sayers Common, together with on-street parking, and this was being investigated. (7) Following the Grenfell Tower fire tragedy WSSC had undertaken an initial assessment of similar buildings in the County to test whether any were vulnerable. (8) WSSC had a continuing need for foster-carers. In discussion the view was expressed that WSSC could do more to support their carers. (9) The WSSC pension fund had been reviewed and was found to be well-funded. In discussion the matter of planning concerns around 145 High Street was raised. The question was being investigated of whether the public footway has been compromised.

(3) Mid Sussex Association of Local Councils (MSALC) : Rodney Jackson reported: (1) WSLAC meeting 27 July 2017: Horsham area Primary Care director presented; and GP has now been appointed at Princess Royal Hospital A&E department. (2) MASALC AGM will take place 1 August 2017. (3) SALC are developing their programme for wellbeing, including raising awareness of dementia. (4) NALC were currently pressing for local democracy to be encouraged by the formation of new parish and town councils, particularly in metropolitan areas. (5) WSALC AGM is due 4 October 2017.

C17/034. Committee and Working Group minutes: The Committee Chairmen or, in their absence the Vice-chairmen, introduced each Minutes, which the Council was asked to receive and where appropriate, considered the RECOMMENDATIONS::

C17/034.1 Planning Committee (6 July 2017)

C17/034.2 Community Affairs Committee (20 July 2017)

(1) Albourne Road Allotments - Rent/water fees review for 2018/19: The Committee had considered the matter of a rent review at its meeting and made a RECOMMENDATION to Council for a 5% increase to £4.20 per rod, being generally in line with other parish councils in the area. (*Allotments Rental Comparison Sheet, 14.07.17*)

RESOLVED: that the rent for 2018/19 increases to £4.20 per rod.

C17/034.3 Finance + General Purposes Committee (13 July 2017)

C17/035. Hurstpierpoint Parkland:

C17/035.1 Parkland Advisory Board - 11 July 2017:

(1) Minute PAB17/06. Naming the parkland: To date there had been no formal name applied to the parkland and the Board was asked to offer suggestions. It was agreed that "Hurst Meadows" or "Hurst Meadows Nature Park" would be offered to Council. The matter was debated and a decision made on a vote.

RESOLVED: that the Council confirms that the parkland be titled "Hurst Meadows".

C17/035.2 Parkland – Highfield Drive: Land transfer: The Council noted that the parkland area was transferred to the Parish Council on 19 July 2017 and the commuted sum of £113,009 paid to the Council.

C17/035.3 Parkland – Little Park: Land transfer: Further to Minute C17/027 (Meeting 29 June 2017) Council considered the response from the developer and the Council's solicitor. It was agreed that the side letter of the Transfer Deed would be accepted, subject to the addition of 'in fee simple ownership..' being added after 'will transfer..'. (*Ref: Transfer Deed - Land at Little Park WSX 374373 plan; BRIEFING NOTE Little Park Land Transfer 27 July 2017*)

RESOLVED: In accordance with Clause 22 of the Standing Orders, Council authorises Chairman and Vice-chairman acting on behalf of the Council, to sign the Transfer Deed for the acquisition of the Little Park Parkland, Land Registry Title number WSX374373.

C17/036. Members' Code of Conduct: The Council reviewed the Council's Code of Conduct, previously adopted 28 July 2016, and confirmed its adoption. It was agreed that the Code would be referred to the Governance + Staff Panel for further review, with any recommendations returning to Council in due course. (*Ref: HP&SCPC Code of Conduct for Members – July 2017*)

RECOMMENDATION: The Council adopts the Code of Conduct for Members - July 2017.

C17/037. 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 28 July 2016 and no changes had since been made. (*Ref: HP&SCPC COMPLAINTS PROCEDURE July 2015 ATTACHED; NALC Complaints Guidelines 2008*)

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

C17/038. Councillor training: 7.30pm Tuesday 10 October 2017: Arrangements had been made for a training session on planning applications for all councillors. Lindsey Frost is a planning consultant, SALC recommended, and formally Director of planning & Environmental Services at Lewes District Council. The cost of the session was £330 and being met from the Council's training budget. Up to 20 spaces are available, so an offer was being made to neighbouring Parish Councils at a cost of £25 per head, to fill available spaces.

C17/039. Co-option of Councillors: Further to minute C17/025 (Meeting 29 June 2017) the Notices of Vacancies had been posted and no petition for election had been received. The Council should now proceed with co-option of Members, one each for Hurstpierpoint and Sayers Common wards. The following timetable was agreed:

31 July 2017 - advertise vacancy by co-option

14 September 2017 – Councillor information session (if required) (prior to Finance + General Purposes Committee)

18 September 2017 deadline for applications for both vacancies

26 September 2017 - interview of candidates by Governance + Staff Panel

28 September 2017 - recommendations to Council for approval of co-options

(Ref: Local Government Act 1972 s87)

RESOLVED: Council approves the timetable for the co-option of Council Members.

C17/040. Planning Committee schedule of meetings: Council was asked to agree to the addition the three extra Planning Committee meetings in the current Council Year. As Members were aware, there had been recent difficulty with the reducing periods of notice given by MSDC in which to lodge the Parish Council planning recommendations. The timing problem had only recently emerged, but appeared to be due to information being issued later than previously, which could result in a planning decision being made by MSDC before the recommendation is lodged. For the time being it was therefore suggested that extra Planning Committee meetings were inserted into the current year, to improve the opportunity of catching the deadlines, as follows:
24 August 2017, 21 December 2017, 13 March 2018 (Tuesday)

RESOLVED: Council approves the additional Planning Committee dates.

C17/041. Information items, correspondence received and requests: The Council noted:

(1) SSALC Newsletter July 2017

(2) West Sussex Local Access Forum – Annual Report 2015-17

C17/042. CONFIDENTIAL Matters: The Council was 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:

(1) Governance + Staff Panel (5 July 2017).

RESOLVED: Council agreed to. close the meeting to the public and the press.

There being no other business the Chairman closed the Meeting at 9.58 pm.

Chairman
