

## ANSTY AND STAPLEFIELD PARISH COUNCIL

The minutes of the meeting of Ansty and Staplefield Parish Council held in **Ansty Village Hall** on **Monday 12<sup>th</sup> August 2019** at 7:30pm.

**Members present:** Bob Birthwright (Chair), Simon Stokes, Jon Gilley, Maria Fielding, Peter Bushell, Dhana Mahendran.

**Also present:** Liz Bennett (Clerk)

### Public Session.

No members of the public were present.

Bob Birthwright chaired the meeting.

### 1. Apologies for absence.

Apologies were accepted from Brad Williams and Crispin Salimbeni. James Steadman was not present at the meeting.

### 2. Declarations of interest in items on the agenda.

Jon Gilley declared that he is a parish council nominated member of Ansty Village Centre Trust.

### 3. Minutes of the meeting held on 8<sup>th</sup> July 2019.

The minutes were AGREED and signed by the Chairman of the meeting.

### 4. Planning decisions.

The following planning decisions were noted:

- a. DM/19/1994 Description: provision of two new ground floor windows. Location: Willow Barn, Copyhold Lane, Cuckfield. Granted.
- b. DM/19/2111 Description: installation of borehole and associated pipe works with small shed for pump. Location: Borde Hill House, Borde Hill Garden, Borde Hill Lane, Granted.
- c. DM/19/0164 Description: 30 dwellings on land at Bridge Hall. Cuckfield Road, Burgess Hill. Application withdrawn.
- d. DM/19/0040 Description: demolition of all existing buildings. Construction of a new, replacement detached dwelling with new vehicular highway access, along with associated hard and soft landscaping works. Location: Oakfield House, Deaks Lane, Cuckfield. Refused.

### 5. Planning applications.

- a. DM/19/2350 Application Type: Full Application Proposal: Demolition of 2no. store buildings and erection of a Local Meeting Hall (for use as a place of worship). Change of use of 1no. store building to create an ancillary community hall (used solely by members of church). Site Address: Highways Access Land North Of Poplar Cottage, Nursery Lane, Warninglid. The Parish Council are unclear on the planning regulations for places of worship but do not object in

- principle to this application.
- b. DM/19/2926 Application Type: Lawful Development Certificate -Proposed Proposal: Erection of 160.4sqm permanent, detached, single storey, timber-framed flat roofed classroom building for D1 educational use on existing hard standing on school site. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account. Site Address: St Pauls Catholic College, Jane Murray, Way Burgess Hill. Noted.
  - c. DM/19/1235 Application Type: Reserved Matters Application Proposal: Reserved Matters application for the erection of 20no. dwellings (layout, scale, appearance and landscaping) including underground LPG gas tanks. Amended plans received 20 June showing a revised layout and design for the proposed development, including the replacement of the 3-storey apartment building with a 2-storey block. Amended plans received on 24th July showing amendments to various plots and revised layout plan. Address: Land South of Bolney Road, Ansty. The Parish Council wish to ensure that the s106 commitments to the Ansty Village Centre still apply. No objection.
  - d. DM/19/0964 Application Type: Full Application Proposal: Alterations and additions to club house including removal of conservatory and proposed extensions to the side and rear elevations, extension of terrace to North side and provision of office/storage in the extended roof space. Extension to driving range enclosure. Revised drawings and planning statement with detail of ground levelling received 10th April. (Additional information received 20/5 and kitchen extraction details received 24/5 and 4/6). Amended Plans received 18th and 22nd July omitting staff accommodation and groundskeepers barn. Site Address: Cuckfield Golf Course, Staplefield Road, Cuckfield. The Parish Council wish to ensure that only the materials needed for the work identified in this application are imported on to the site. They also want to ensure that the applicant preserves the historic views and continues to enhance and respect the AONB and habitats and flora and fauna within.
  - e. DM/19/2997 Application Type: Householder Application Proposal: Cedral cladding above windows of extension. Site Address: Middle Cottage, Ditton Place, Brantridge Lane. No objection.
  - f. DM/19/2682 Application Type: Full Application Proposal: Demolition of a prefabricated bungalow and associated out buildings, replace with a new five-bedroom dwelling, triple garage and horse stables. Site Address: Westup Farm Cottage, Deaks Lane, Ansty. No objection.
  - g. DM/19/3041 Application Type: Removal/Variation of Condition Proposal: Variation of condition number 2 relating to planning application DM/17/1157 to account for the submission of new drawings 5323-001A. 002A and 003B Site Address: St Marks Church Of England Primary School, Brantridge Lane, Staplefield. Maria Fielding declared a personal interest as her daughter attends the school. No objection.

## **6. Street lighting arrangements on the Bolney Road in Ansty.**

The developer for the site south of Bolney Road is required to obtain Parish Council approval for the lighting in relation to the Section 278 agreement. The lighting within the

parish, as with other rural areas is suitable for pedestrian levels only. The road safety audits have not flagged up any requirements for an upgrade but there have been two recommendations:

- a. The light opposite the new junction outside Stonehatch is replaced, to provide brighter levels, to match the one opposite the bus stop.
- b. New lighting is provided along Bolney Road to improve lighting levels to “carriageway specification”. This would result in much brighter lighting along the full length of the site, within approximately 5 seconds driving time on either side of the new access.

The Parish Council would like to understand the cost implications and liability before making a decision. The owners of the houses potentially affected by the brighter lighting should be consulted.

#### **7. Finances.**

- a. The financial report showing the schedule of payments, receipts and bank reconciliation was AGREED and signed by the Chairman.
- b. The report showing the income and expenditure against budget for April to June was noted.

#### **8. Staplefield Play Park Inspection Report.**

The latest report was noted.

#### **9. Mobile Speed Indicator Device.**

The Clerk has arranged a second training session and is trying to get additional volunteers to attend. Simon Stokes and his partner have volunteered in Ansty. The Clerk will send him the relevant information.

#### **10. Traffic from the Burgess Hill Northern Arc.**

A planning application will shortly be submitted for the link road between Freeks Farm and Isaacs Lane. It was suggested that any road closures don't coincide with the road closures at Hanlye Lane. This comment will be made in response to the planning application, once it is received.

#### **11. Ansty Village Centre.**

At a recent meeting John Thorpe from the Ansty Village Centre Trust updated the Councillors not involved in the project. John has added some points to the notes from the meeting and these will be circulated. The Clerk has drafted a grant application form, which was discussed and agreed.

At the September Parish Council meeting the Council will consider the grant application and provisionally agree the amount that they might be willing to donate, subject to consultation. The consultation will consist of an open morning in Ansty and various documents made available through the website. The final decision will be made at the October meeting. The Clerk was asked to consider how the Parish Council can construct the finances. It is hoped that a large part of the donation might be made from Council reserves, supplemented by a public works loan. MSDC will be asked to take on liability

for the loan if there are any boundary changes.

**12. Fingerpost repairs.**

The Clerk was asked to invite the contractor to a Parish Council meeting.

**13. Staplefield pavilion.**

This item was carried forward to the next meeting.

**14. Training.**

The Council agreed that the Clerk can attend the Sussex Association of Local Councils Legal and Finance Day at a cost of £120 and Simon Stokes can attend the Local Government Finance Workshop at a cost of £70.

**15. Reports from meetings attended, not covered elsewhere on the agenda.**

Simon Stokes provided a report from the Mid Sussex Association of Local Councils meeting that he attended.

**16. Correspondence.**

The following correspondence was noted:

- MSDC consultation document- Sex Establishment Licensing Policy.
- MSDC consultation document – Licensing Policy 2020.

**17. Minor matters and items for the next agenda**

- a. New model financial regulations. The Clerk reported that new financial regulations have been published. The Council asked the Clerk to go through them and report on any changes.
- b. Lorries. Many lorries have been driving through Staplefield apparently taking earth somewhere. The Clerk was asked to report this to Planning Enforcement, to ensure that the recipient has the correct license
- c. The Clerk was asked to obtain dates for the grass contractor visits to Ansty and Brook Street.

MEETING CLOSED

DRAFT MINUTES SUBJECT TO CONFIRMATION.

## Ansty and Staplefield Parish Council Finances 12<sup>th</sup> August 2019

### Payments for approval

|                          | Ref | Description        | Amount  |
|--------------------------|-----|--------------------|---------|
| Vodafone                 | 37  | Phone, July        | 20      |
| EDF Energy               | 38  | Pavilion electricy | 19      |
| Westcotec                | 39  | SID brackets x 4   | 240     |
| WSCC                     | 40  | staff              | 1996.68 |
| GB Sports and Leisure    | 41  | Park inspection    | 79.20   |
| WSCC                     | 42  | Street lights      | 3330.84 |
| Vodafone                 | 43  | Phone, August      | 29.72   |
| Elizabeth Bennett        | 44  | Expenses           | 14.99   |
| Staplefield Village Hall | 45  | Room Bookings      | 15.00   |

### Receipts in July

|                          |   |         |        |
|--------------------------|---|---------|--------|
| G.Crosta (Jolly Tanners) | T | Cricket | 270.90 |
|--------------------------|---|---------|--------|

### Ansty and Staplefield Parish Council: Bank Reconciliation

31st July 2019

|                          |                  |                 |                  |
|--------------------------|------------------|-----------------|------------------|
| <b>Bank</b>              |                  | <b>Cashbook</b> |                  |
| Current Account          | 49552.04         | Balance forward | 71067            |
| Deposit Account          | 55013.15         | Receipts        | 48727.74         |
|                          | <b>104565.19</b> | less payments   | -15011.3         |
| Less unpaid transactions |                  |                 |                  |
| Plus unbanked cheque     |                  |                 |                  |
| UK Power Networks        | 218.25           |                 |                  |
|                          | <b>104783.44</b> |                 | <b>104783.44</b> |

Signed by Chairman of PC meeting 12<sup>th</sup> August 2019

| <b>Budget v Actual 2019-2020 (net of VAT)</b> |                                       |                                     |                             |                                 |
|-----------------------------------------------|---------------------------------------|-------------------------------------|-----------------------------|---------------------------------|
| <b>PAYMENTS</b>                               | <b>Actual year end<br/>31/03/2019</b> | <b>Revised budget<br/>2019-2020</b> | <b>As at<br/>30/06/2019</b> | <b>Forecast<br/>at year end</b> |
| <b>Office Expenses</b>                        |                                       |                                     |                             |                                 |
| Broadband, phone,web                          | 1058.05                               | 300                                 | 127                         | 300                             |
| Clerk's Expenses                              | 408.67                                | 400                                 | 86.66                       | 400                             |
| sub total                                     | 1466.72                               | 700                                 | 213.66                      | 700                             |
| <b>Other Admin</b>                            |                                       |                                     |                             |                                 |
| Insurance                                     | 1202.09                               | 1230                                | 0                           | 1230                            |
| Subs                                          | 879.98                                | 827                                 | 626.34                      | 827                             |
| Audit                                         | 424.43                                | 450                                 | 100.1                       | 450                             |
| Room bookings                                 | 268.5                                 | 300                                 | 47.5                        | 300                             |
| Bank Charges                                  | 72                                    | 72                                  | 18                          | 72                              |
| Training                                      | 80                                    | 0                                   | 0                           | 0                               |
| Payroll admin                                 | 150.96                                | 155                                 | 0                           | 155                             |
| sub total                                     | 3077.96                               | 3034                                | 791.94                      | 3034                            |
| <b>Clr Allowances</b>                         | 2443                                  | 2443                                | 0                           | 2443                            |
| <b>Staff</b>                                  | 23988.25                              | 24553                               | 3993.36                     | 24553                           |
| <b>Staplefield</b>                            |                                       |                                     |                             |                                 |
| Cricket Sq & outfield                         | 3489.94                               | 3490                                | 0                           | 3490                            |
| Other Grass                                   | 904                                   | 504                                 | 875                         | 1379                            |
| Playpark, ditch etc                           | 4310.24                               | 2658                                | 0                           | 2658                            |
| Victory car park                              | 0                                     | 0                                   |                             | 0                               |
| Staplefield Pavilion                          | 951.99                                | 5300                                | 230.74                      | 5300                            |
| Operation Watershed                           | 16776                                 | 0                                   | 0                           | 0                               |
|                                               | 26432.17                              | 11952                               | 1105.74                     | 12827                           |
| <b>Gardens</b>                                | 2458.24                               | 2980                                | 0                           | 2980                            |
| <b>Street Furniture</b>                       |                                       |                                     |                             |                                 |
| Street Lighting                               | 2738.72                               | 2792                                | 0                           | 2792                            |
| Boards, signs,bins                            | 5522.22                               | 0                                   | 0                           | 0                               |
| Mobile SID                                    |                                       | 3300                                | 500                         | 3500                            |
| Dog Bins                                      | 137.85                                | 350                                 | 0                           | 350                             |
|                                               | 8398.79                               | 6442                                | 500                         | 6642                            |
| <b>Grants</b>                                 | 25                                    | 25                                  | 0                           | 25                              |
| <b>Misc.</b>                                  | 77.4                                  | 0                                   | 0                           | 0                               |
| <b>AVC loan</b>                               |                                       | 0                                   | 0                           | 0                               |
| <b>TOTAL PAYMENTS</b>                         | <b>68367.53</b>                       | <b>52129</b>                        | <b>6604.7</b>               | <b>53204</b>                    |
| <b>RECEIPTS</b>                               |                                       |                                     |                             |                                 |
| <b>Staplefield Cricket</b>                    | 4325.3                                | 4325                                | 2312.4                      | 4500                            |
| <b>Staplefield Common</b>                     | 1847.28                               | 1780                                | 1550                        | 1780                            |
| <b>Agency Fees</b>                            | 806.9                                 | 900                                 | 765.08                      | 900                             |
| <b>Grants</b>                                 | 0                                     | 0                                   |                             | 0                               |
| <b>Precept</b>                                | 59617                                 | 67660                               | 33830                       | 67660                           |
| <b>Interest</b>                               | 228.58                                | 140                                 | 55.25                       | 140                             |
| <b>Mobile SID</b>                             |                                       | 4050.82                             | 4050.82                     | 4050.82                         |
| <b>Misc</b>                                   | 36.2                                  | 0                                   | 0                           | 0                               |
| <b>TOTAL RECEIPTS</b>                         | <b>66861.26</b>                       | <b>78855.82</b>                     | <b>42563.55</b>             | <b>79030.82</b>                 |
| <b>Net (Inc-Exp)</b>                          | <b>-1506.27</b>                       | <b>26726.82</b>                     |                             | <b>25826.82</b>                 |