

## ANSTY AND STAPLEFIELD PARISH COUNCIL

The minutes of the meeting of Ansty and Staplefield Parish Council held in the Committee Room above **Staplefield Village Hall** on **Monday 23<sup>rd</sup> July 2018** at 7:30pm.

**Members present:** Brad Williams (Chairman), Jon Gilley, Bob Birthwright, Andrew Keiller, James Steadman, Simon Stokes, Maria Fielding, Dhana Mahendran.

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

### **1. Apologies for absence.**

Apologies were accepted from Crispin Salimbeni.

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

Jon Gilley declared that he is a Parish Council nominated members of the Ansty Village Centre CIO.

James Steadman and Simon Stokes declared that they are Parish Council nominated members of Ansty Village Hall Trust.

All other member interests are shown in their Register of Interests.

### **3. Minutes of the meeting held on 11<sup>th</sup> June 2018.**

The minutes were AGREED and signed by the Chairman.

### **4. Planning decisions.**

The following planning decisions were noted:

- a) DM/18/1694 Description: proposed calf rearing barn. Location: Holmbush Farm, Isaacs Lane, Haywards Heath. Granted.
- b) DM/18/1612 description: loft conversion with rear dormer. Location: Sunhurst, Cuckfield Road, Ansty. Granted.
- c) DM/18/1894 Description: non-material amendment to planning reference dm/16/2180 for alterations to windows and doors and some other minor external alterations. Location: Crest Nicholson Development Site South Of, Rocky Lane, Haywards Heath. Refused.
- d) DM/18/1379 Description: The demolition of an existing annexe/garage for the proposed erection of a five bedroom house and two detached garages, one being a double bay with a store and another a single with a store. The single with store is to be built for the donor house. New vehicular and pedestrian access with block paving. (Re-advertised with amended plans). Location: The Wellfield, Bolney Road, Ansty. Granted.
- e) DM/18/0347 Description: Conversion of double garage with single storey extensions and link to cottage. Demolition of rear conservatory and construction of single storey rear extension. Single storey front extension to cottage. Revision to parking and turning arrangements to front of the property. Amended plans received 26.04.2018. Location: Barn Cottage, Cuckfield Road, Ansty. Granted.

## **5. Planning applications.**

- a) DM/18/1777 Application Type: Householder Application Proposal: Detached, part open fronted, two storey triple garage with study room above, dormer windows to front, external staircase to right side and juliette balcony to left side. Site Address: Whitehouse Farm Staplefield Lane Staplefield. No objection.
- b) AP/18/0037 Planning Inspectorate Ref: APP/D3830/W/18/3197630 Land At: Land to the North of Anstye Place, Cuckfield Road, Ansty. Proposed Development: Erection of 5no. detached dwellings each with a balcony to first floor. Consisting of 2no. 3 bed, 1no. 4 bed with integral garage and 2no. 5 bed with integral garages. Also the creation of a new vehicular access and associated hard and soft landscaping. It was noted that an appeal has been made against the refusal of this application.

## **6. Policy for pre-application meetings with developers.**

The Clerk circulated a draft policy prior to the meeting. It was AGREED that the policy will be adopted.

## **7. Street naming in the Northern Arc.**

The Parish Council agreed that it would like to be consulted over the street names of streets that are within this parish. Burgess Hill Town Council would also like to be involved.

## **8. General Data Protection Regulations.**

In order to ensure compliance with the GDPR the following actions were AGREED:

- The Parish Council will purchase a laptop for the Clerk which will Parish Council property. The Clerk was asked to consider one that could be used in meetings to view planning applications.
- The new laptop will be encrypted.
- The Clerk will arrange for the Councillors to have PC specific email addresses using the .gov domain.

## **9. Traffic from Burgess Hill Northern Arc.**

Brad and Bob attended a MSDC briefing on the road infrastructure changes to cope with traffic coming out of the Northern Arc development. The A2300 will become a dual carriageway, but the Parish Council is concerned that unless there is also dual access to the A23 at the Hickstead junction, there is a risk of traffic backing up and no improvement to traffic flow. With so many additional cars on the road from the new developments, this could lead to cars seeking alternative routes through the villages. It was agreed that a meeting will be called with other local parishes in September to discuss how this can be addressed.

## **10. Finance Matters.**

- a) Financial statement. The statement showing the schedule of payments for approval, the receipts, and bank reconciliation was AGREED and signed by the Chairman.
- b) Quarterly budget report. The quarterly report was noted. The Clerk was asked to correct an error and recirculate.

## **11. New parish council website.**

It was agreed that the Clerk should proceed with creating a new website. There will be no

development costs but there will be a charge for domain hosting, which will be reported at the next meeting. The Clerk asked Councillors to let her know if they have any suggestions for the new website. The Clerk was asked to include a policy on dealing with travellers.

**12. New model standing orders.**

NALC have created new model standing orders. It was AGREED that the Clerk will go through them and suggest amendments for approval by the Parish Council.

**13. Ansty Village Centre.**

Brad has been working on the fundraising video which should be completed in September.

**14. Staplefield Matters.**

- a) **Play park inspection report and inspections quote.** The quote for inspections from September was AGREED. The report was noted. The Clerk was asked to arrange for the unstable benches at the play park to be removed.
- b) **Use of common for outdoor fitness classes.** The Parish Council noted that MSDC make a charge for the use of outside space for fitness classes, but agreed that fitness should be encouraged. This is a small class and no charge will be made.
- c) **Cancelled cricket matches.** It was agreed that the wording in the Conditions of Hire for the cricket facilities should be changed to ensure that matches cancelled within 72 hours of hire are still payable by the hirer.
- d) **Switching Staplefield street lights off at night.** The Clerk has been advised that there will be a charge for changing the lights to part-night, but that there will also be a small reduction in energy bills. The quote has not been received yet and so this item will be carried forward.

**15. Road safety issues in parish.**

An update has not been received. The Clerk was asked to invite Sgt Badman to a Parish Council to discuss the options.

**16. Update on fingerpost repairs.**

The Clerk read out an update from the contractor. The lack of rain is making it impossible to dig out the foundations for new posts. The Staplefield sign is to be repainted.

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

Brad provided an update from the Chairs Networking event that he recently attended.

**18. Reports from County and District Councils.**

The District and County Councillor is away.

**19. Chairman's Correspondence.**

Brad has received an email from the Mayor of Haywards Heath, asking if Ansty would like to be twinned with a French village. The Parish Council agreed to investigate this further.

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

- a) The Clerk reported that the next phase of Operation Watershed works has begun in Staplefield and will take two weeks.

**MEETING CLOSED**  
**DRAFT MINUTES SUBJECT TO CONFIRMATION**

**NEXT MEETING: 13<sup>th</sup> August 2018 at 7:30pm, in Ansty Village Hall.**

## Ansty and Staplefield Parish Council. Finances 23<sup>rd</sup> July 2018

### Payments for approval

|                          | Ref | Description                           | Amount  |
|--------------------------|-----|---------------------------------------|---------|
| TalkTalk                 | 26  | Phone                                 | 26.00   |
| Unity Trust              | 27  | Bank charges                          | 18.00   |
| EDF Energy               | 28  | Pavilion electricity                  | 13.00   |
| WSCC                     | 29  | Salaries, pension, NICS               | 2078.13 |
| SSALC                    | 30  | Chairs Networking Day                 | 96.00   |
| Lock Assist              | 31  | Change of pavilion lock               | 156.00  |
| SALC/NALC                | 32  | subscription                          | 485.98  |
| Staplefield Village Hall | 33  | Room hire                             | 10.00   |
| DTGS Ltd                 | 34  | Impact matting at Staplefield         | 558.00  |
| Elizabeth Bennett        | 24  | Expenses                              | 51.13   |
| TalkTalk                 | 36  | Phone bill and engineer visit         | 92.50   |
| WSCC                     | 37  | Streetlighting                        | 3253.33 |
| SSALC                    | 38  | Local Council Review subscription     | 34.00   |
| Staplefield Association  | 39  | Contribution to painting of phone box | 250.00  |
| GB Sports and Leisure    | 40  | Play park inspection                  | 69.60   |

### Receipts in June.

|                            | Ref | Description                  | Amount  |
|----------------------------|-----|------------------------------|---------|
| Enterprise Inns            | H   | License for use of common    | 1250.00 |
| Stiles Harold Williams     | I   | Corporate cricket matches x2 | 300.00  |
| UK Power Networks          | J   | Wayleave                     | 210.52  |
| Staplefield Village Fete   | K   | Use of common                | 300.00  |
| Jolly Tanners Cricket Club | L   | Cricket                      | 193.50  |
| Copthorne Cricket club     | M   | Cricket                      | 116.10  |
| Unity Trust                | N   | Interest                     | 32.28   |

### Ansty and Staplefield Parish Council: Bank Reconciliation

30th June 2018

| Bank            |                  | Cashbook        |                  |
|-----------------|------------------|-----------------|------------------|
| Current Account | 39904.49         | Balance forward | 73516.51         |
| Deposit Account | 64761.60         | Receipts        | 38748.62         |
|                 | <b>104666.09</b> | less payments   | -7599.04         |
|                 | <b>104666.09</b> |                 | <b>104666.09</b> |

Signed Chairman of Parish Council meeting 23<sup>rd</sup> July 2018