

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 15th October** at 7:30pm.

Members present: Bob Birthwright (Chair of meeting), Jon Gilley, Maria Fielding, James Steadman, Simon Stokes, Andrew Keiller, Brad Williams (late arrival)

Also present: Liz Bennett (Clerk), two members of the public.

Public Session

Two members of the public spoke regarding an application for a replacement dwelling at Great Thorndean Farm. The Parish Council did not object to the original application, but MSDC rejected it because it is within the setting of a listed building and it was too barn like. There was concern that the response of MSDC officers to the new proposal conflicts with their pre-application advice. It was suggested that the applicants speak to their ward Councillor, who could call the application in for approval at Planning Committee rather than by officer delegation. The Parish Council agreed in principle that they are likely to support the proposal when the full application comes before them.

Bob Birthwright, regarding the land next to Staplefield Village Hall. He has some proposals that he would like to discuss. It was suggested that he write to the Parish Council and they can discuss it at a future meeting. He will need to declare his interest at that meeting and leave the room for the discussion.

1. Apologies for absence.

Apologies were accepted from Crispin Salimbeni and Dhana Mahendran. Brad Williams is on his way from a work meeting in Bradford and will be late. Pete Bradbury (WSSC and MSDC Councillor) also sent his apologies.

2. Declarations of interest in items on the agenda.

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

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

Maria Fielding and Bob Birthwright both have interests in item 20 MSDC Site Allocations DPD, because they both own sites that have been submitted for review.

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

3. Minutes of the meeting held on 10th September 2018.

The minutes were AGREED and signed by the Chairman.

4. Planning decisions.

The following planning decisions were noted:

- a. DM/18/3388 Description: New agricultural barn. Location: Ansty Farm, Deaks Lane, Ansty. Decision – prior approval is not required.
- b. DM/18/2003 Description: proposed four-bedroom dwelling, bin and bike store with alterations to private driveway. Location: Valebridge, Valebridge Road, Burgess Hill. Refused.
- c. DM/18/2673 Location: Great Thorndean Barn, Slough Green Lane, Warninglid. Application withdrawn.
- d. DM/18/3391 Description: change of use of an agricultural building to a flexible commercial use. Location: Brooklands Farm, Brooklands Farm, Rocky Lane. Prior approval refused. Planning permission is required.
- e. DM/18/3568 Description: t1 - dawn redwood - fell to ground level. Location: 7 Rose Cottage Lane Staplefield. Granted.
- f. DM/18/3306 Description: proposed first floor side extension. Changes to front windows. Location: 2 North Cottages, Cuckfield Road, Ansty. Granted.
- g. DM/18/3311 Description: Display of 1 non-illuminated advertisement panel on 76 mm posts for new strategic mixed-use development. Location: Land to the North of Holly Tree House, on the East Side of Cuckfield Road, Burgess Hill. Granted.
- h. DM/18/3309 Description: Display of 1 non-illuminated advertisement panel on 76 mm posts for new strategic mixed-use development. Location: Land to the South of Little Abbotsford, on the East Side of Isaacs Lane, Burgess Hill. Granted.
- i. DM/18/2768 Temporary site compound to facilitate essential maintenance and upgrade work to the Brighton Mainline. Location: Land to the North of Rocky Lane and West of Brighton Mainline Haywards Heath West Sussex. Application withdrawn.

5. Planning applications.

- a. DM/18/3787 Application Type: Householder Application. Proposal: Proposed 2 storey side extension and single storey rear extension. Site Address: 1 Paynes Place Cottages, Cuckfield Road, Burgess Hill. No objection.
- b. DM/18/3993 Application Type: Householder Application Proposal: Demolition of lean-to extension and erection of a two-storey extension to existing dwelling, and single-storey extension to the existing annex outbuilding. Demolition of existing pool and terraces, and creation of new repositioned pool. Site Address: The Old Vicarage, Brantridge Lane, Staplefield. No objection.
- c. DM/18/3986 Application Type: Householder Application. Proposal: Front side extension - Crown roof to incorporate the Sussex style. Site Address: Sherwood, Bolney Road, Ansty. No objection.
- d. DM/18/3683. Address Burgess Hill Northern Arc Cuckfield Road Burgess Hill West Sussex . Description Mixed-use development, between two- and five-storeys in height once completed, comprising up to 3,500 dwellings, public open space, recreation areas, play areas, local centres (up to 3,000 sqm retail space), high quality business park (up to 50,000 sqm), two primary school campuses and a secondary school campus, associated infrastructure including roads, landscaping, surface water attenuation and associated demolition (outline

application with detailed access elements with all other matters reserved). MSDC are “broadly satisfied with the contents of the Scoping Report”. It was noted that despite this application being in Ansty and Staplefield parish, the Parish Council did not receive direct notification of it. The Clerk will take this up with MSDC.

6. Review of insurance cover and policy renewal.

The address for Staplefield Pavilion is incorrect on the insurance schedule which the Clerk will ensure is amended. The Insurance cover was approved, and the Parish Council AGREED to renew the insurance policy.

7. Maintenance work at Staplefield Pavilion.

It was agreed that insufficient quotes have been received and so this item will be carried forward to the next meeting.

8. Purchase and installation of new notice boards.

The Clerk was asked to obtain an alternative quote from a local contractor. This item will be carried forward to the next meeting.

9. Winter Maintenance Plan 2018-2019.

The Parish Council AGREED to adopt the Winter Maintenance Plan 2018-2019.

10. Update re traffic from Burgess Hill Northern Arc and consider quote for engaging a traffic consultant.

It was agreed that this item will be delayed until the end of the meeting, when Brad Williams will be present. See item 24.

11. Finances

The financial report showing the schedule of payments, the receipts and bank reconciliation was AGREED and signed by the Chairman and is attached to these minutes.

The Clerk also distributed a report showing the position against budget as at the end of September and a forecast to the year end. This was noted.

12. Ansty Village Centre update.

It was agreed that this item will be delayed until the end of the meeting, when Brad Williams will be present. See item 25.

13. Annual inspection report for Staplefield play park.

The Parish Council noted the report which shows the play park to be low risk. The Clerk was asked to contact the contractors who laid the safety matting as this report shows it that it is still unsatisfactory. It was agreed that the Clerk will ask the handyman who will fit the notice boards if he can do the minor work that is identified in the report. Bob Birthwright will arrange for the removal of the rotten bench.

14. Remembrance Day.

The Clerk has obtained a poppy wreath and this will be laid by Crispin Salimbeni.

15. Proposal from Staplefield Association to plant a rose next to the war memorial.

The Parish Council agreed that the Staplefield Association can plant a “Remembrance” rose next to the war memorial.

16. Update on road safety issues in parish.

The clerk has reported to Highways that the new 30mph signs in Brook Street have been removed.

17. Grass cutting contract and tree maintenance.

The Clerk is due to meet with the grass cutting contractors and Councillors identified several issues for her to discuss with them. It was agreed that trees overhanging the footways in Staplefield will be dealt with by residents.

18. Twinning proposal update.

No further information has been received. This item will be carried forward to the next meeting.

19. Fingerpost repairs update.

The Clerk provided an update from the contractor who is hoping to complete the work by the end of October.

20. To receive update on the MSDC Site Allocations DPD and review selection criteria.

Maria Fielding declared an interest as she has a site under consideration and left the room for the duration of the discussion. Bob Birthwright introduced the subject and then left the room because he has sites under consideration.

The Clerk was asked to respond to MSDC to say that they must consider the environmental impacts on existing settlements and that the Parish Council would like to see sites that are suitable for smaller units and social housing.

(Brad Williams arrived)

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

Bob Birthwright reported that he attended one of the consultation sessions on the A2300, which was very busy. Councillors were encouraged to attend another session tomorrow evening (16th) at Ansty Village Centre.

22. Reports from County and District Councils.

The County and District Councillor was unable to attend the meeting.

23. Chairman’s Correspondence.

The following correspondence was noted:

Mid Sussex District Council is consulting on two draft planning policy documents:

- The Statement of Community Involvement, a ‘code of practice’ setting out how local

communities will be engaged in planning processes; and

- Advice on the use of Planning Performance Agreements in the District.

Consultation runs from 11th October to 18th November.

WSSC is consulting on bus services which are currently either wholly or partly subsidised by the county council. The consultation runs until 18th November. The Clerk was asked to send details to Councillors who will encourage residents to respond. It will also be added to the agenda of the next meeting.

24. Update re traffic from Burgess Hill Northern Arc and consider quote for engaging a traffic consultant.

Representatives from the Parish Council met with neighbouring parishes and two WSSC County Councillors to consider the potential impact of the traffic arising from the Northern Arc on the villages. The group agreed to consider appointing a Traffic Consultant to provide an opinion based on desktop research of available data. Most of the other parish councils will have their own meetings this week to decide whether to contribute to this proposal.

The MSDC organised Burgess Hill Northern Arc Town and Parish Liaison group, also met this month and Bob Birthwright provided a report from that meeting. MSDC are not happy that the parishes have arranged their own meeting.

It was agreed that the Parish Council wish to fulfil its obligations to members of the public by doing everything it can to try and mitigate the impact of the increased traffic on the parish.

After some discussion it was agreed that the Clerk will make Freedom of Information requests to WSSC, MSDC and Homes England to request the meeting minutes, agendas, correspondence and studies regarding the traffic from the Northern Arc. This will provide all the information available for some desktop research.

25. Ansty Village Centre update.

Brad and the Clerk met with the Community Leisure Officer from MSDC who provides all the information about grants and s106 money. The position regarding s106 money is largely unchanged with the availability of money being determined by the development schedules. It was also explained that aside from s106 money MSDC are not able to offer large grants for projects of this size. Other funding opportunities are still being explored.

26. Minor matters and items for the next agenda

- a. Christmas dinner.** It was agreed that the Christmas Dinner should be moved to 12th December. The Clerk will check if absent members are able to make that date.

MEETING CLOSED

DRAFT MINUTES SUBJECT TO CONFIRMATION.

Ansty and Staplefield Parish Council Finances 15th October 2018

Payments for approval

	Ref	Description	Amount
TalkTalk	61	Phone	27.50
Castle Water	62	Pavilion water	12.10
Unit Trust	63	Service charge	18.00
EDF Energy	64	Pavilion electricity	13.00
WSCC	65	Salaries	1999.02
Moore Stephens	66	Audit	384.00
GB Sports and Leisure	67	Annual park inspection	102.00
Staplefield Village Hall	68	Room Booking	10.00
Came and Company	69	Parish Council insurance renewal	1202.09
British Legion	70	Poppy wreath	25.00
Elizabeth Bennett	71	Expenses	20.25

Receipts in September.

	Ref	Description	Amount
Ansty Cricket Club	W	cricket	154.80
Staplefield Cricket Club	X	cricket	1006.20
MSDC	Y	Precept	29808
Unity Trust	Z	Interest	53.58
St Marks Church	AA	Picnic refund (reverse receipt)	-77.40

Ansty and Staplefield Parish Council: Bank Reconciliation

30th September 2018

Bank		Cashbook	
Current Account	38213.92	Balance forward	73516.51
Deposit Account	64815.18	Receipts	70593.76
0		less payments	-40074.97
plus uncashed cheque receipt	1006.2		
0	104035.3		104035.3

Signed by Chairman of Parish Council meeting 15th October 2018