

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 14th January 2019** at 7:30pm.

Members Present: Brad Williams (Chair), Bob Birthwright, Crispin Salimbeni, Maria Fielding, Jon Gilley, James Steadman, Simon Stokes, Dhana Mahendran, Andrew Keiller.

Also present: Liz Bennett (Clerk), Pete Bradbury (WSCC and MSDC Councillor), 2 members of the public.

Public Session.

A member of the public outlined planning application DM/18/5097 which is agenda item 5c. Planning permission has already been obtained and this is a reserved matters application which covers access, appearance, landscaping and scale. Whilst the site is not in the conservation area, they have been mindful of it and have ensured that the building is not easily visible from the main road and have kept the roofline to a minimum.

1. **Apologies for absence.**

All members were present.

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

Jon Gilley and Crispin Salimbeni declared that they are 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.

Crispin Salimbeni and Maria Fielding declared prejudicial interests in agenda items 5b and 5c.

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

3. **Minutes of the meeting held on 10th December 2018.**

The minutes were AGREED and signed by the Chairman.

4. **Planning decisions.**

The following planning decisions were noted:

- a. DM/18/4432 Application Type: Trees in a Conservation Area Proposal: T1 - Oak - 20% Crown thin/deadwood, T2 - Oak - 2m Crown reduction, T3 - Yew - Reduce lateral limbs by 1.5m(Away from boundary), T4 - Oak – Fell, T5 - Purple Plum - Reduce 2m over garden, G1 - Oak - Crown reduce by 2m away from drive, G2 - Oak x3 - Reduce by 1.5m, G3 - Cypress x4 - Top by 3m, G4 - Cypress x3 – Fell, G5 - Lime/Robinia/Cherry - Selective 20% thin Site Address: Stonecourt Manor Cuckfield Road Staplefield. Approved.
- b. DM/18/4484 Description: fell x4 cypress trees & x1 eucalyptus tree - fell. Location: Silver Birches Handcross Road Staplefield. Approved.
- c. DM/18/3595 Description: detached oak framed garage for 2 cars and secure store for garden machinery with associated parking/turning area. Location: Taylors Farm, Brook Street, Cuckfield. Approved.
- d. DM/18/4313 and DM/18/4340 Description: replacement timber window. Location: St Marks Primary School, Brantridge Lane, Staplefield. Approved.
- e. DM/18/3993 Description: 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. Location: The Old Vicarage, Brantridge Lane, Staplefield. Approved.
- f. DM/18/3981 Description: conversion of old milking parlour and cow byre. Into one office. Location: Brooklands Farm, Rocky Lane, Haywards Heath. Approved.
 - g. DM/18/4743 Description: non-material amendment to application dm/17/4190 to amend a number of plots from the Woodvale house type to the Woodcroft house type. Location: Rookery Farm, Rocky Lane, Haywards Heath. Refused.
 - h. DM/18/4499 Description: relocation of two new internal doors in existing barn approved under applications DM/17/3667 AND DM/17/3673. Location: Little Ashfold Farm, Cuckfield Road, Staplefield. Granted Listed Building Consent.
 - i. DM/18/4490 Description: proposed replacement of existing windows on the Sussex barn with timber Slimlite glazing. Location: Little Ashfold Farm, Cuckfield Road, Staplefield. Granted Listed Building Consent.
 - j. DM/18/4585 description: installation of a 25-metre-high lattice tower with 3no. Antennas, 2no. 0.6 metre diameter dishes and 3no. Equipment cabinets, all located within a proposed compound, together with associated ancillary development. Location: Telecommunications Site 76745, Sugworth Farm, Borde Hill Lane, Haywards Heath. Approved.
 - k. DM/18/4733 DESCRIPTION: Creation of a new vehicular access onto nursery lane. Location: Highways Access Land North of Poplar Cottage, Nursery Lane, Warninglid. Granted.

5. Planning applications

- a. DM/18/4767 Application Type: Full Application Proposal: Proposed erection of ground mounted solar PV system. Site Address: Stonecourt Manor, Cuckfield Road, Staplefield. No objection.
- b. DM/18/5032. Application Type: Householder Application Proposal: Single storey ground floor side extension, new front porch, first floor rear extension and internal and external alterations. Site Address: The Grange Stud Tanyard Lane Staplefield. No objection.
- c. DM/18/5097 Reserved Matters Application. Proposal: Reserved matters application in relation to AP/16/0020 (DM/15/4140) for one self-build dwelling, garage and home office. For the matters of Access, Appearance, Landscaping, Layout, and Scale. Site Address: Land West of Tanyard Lane (At Grid Reference 527544128319) Staplefield, West Sussex. No objection.

The order of the agenda was changed because Pete Bradbury had to leave the meeting early.

6. To receive reports from County and District Councils.

Pete Bradbury reported that WSCC are having to make very challenging budgeting decisions. Other relevant matters are dealt with elsewhere on the agenda.

7. Ansty Village Centre.

The project is now in good position financially, having raised over 80% of the funds required with other grant applications still to be determined. One of the potential funders has asked for a Heads of Terms on the recreation site to be provided in support of the application. The Clerk is meeting with MSDC officers next week, to try and get this work started. MSDC help is also needed to make the s106 contributions deliverable. Pete Bradbury confirmed that MSDC are fully supportive of the project.

8. Staplefield Pavilion.

The Clerk and Crispin visited the pavilion and drew up a list of essential maintenance work. A carpenter at the Balcombe Estate who also does work privately would be prepared to work on a day rate. He also has a less experienced colleague who would work on lower rate. It was AGREED to initially commission 2 days' work. Keeping the pavilion water tight would be priority. The Clerk and Crispin will agree the priority list of work.

9. Health and Safety policy.

The Health and Safety policy was approved.

10. Creation of crowdfunding project to purchase Westcotec mobile speed indicator device.

At the last Parish Council meeting the Clerk was asked to research the grant funding of a mobile speed indicator device for the parish. The Clerk has now set up the purchase of the device as a project on the crowdfunding website Spacehive. This is the site that is used by WSCC when they allocate grants from their Community Initiative Fund. It is hoped that WSCC will donate and it was agreed that the resident's associations in each settlement, St Mark's School and the Police will be approached for a donation. The Parish Council approved the project and agreed to make an initial donation of £500. The Clerk will circulate a link to the project.

11. Traffic from Burgess Hill Northern Arc.

The Clerk made freedom of information (FOI) requests to MSDC, WSCC and Homes England on the 19th October regarding the traffic arising from the Northern Arc. Documents were received from MSDC, but not from WSCC or Homes England. The Clerk has reported both organisations to the Information Commissioner. The Clerk was asked to send the relevant correspondence regarding the WSCC request to Pete Bradbury who will see if he can help.

Brad and the Clerk met with the traffic consultants before Christmas. They will start work once the FOI requests have been fulfilled.

12. Parish Council finances.

The financial statement showing the schedule of payments, receipts in December and the bank reconciliation was AGREED and is attached to these minutes.

13. Inspections of trees on parish council land.

It has been determined that the Parish Council is both the owner and manager of Staplefield Common and is therefore responsible for the trees on the common. It was AGREED to appoint County Tree Surgeons to conduct the tree inspections.

14. Play park safety inspection.

The December play park safety inspection report was noted. It was AGREED that Screwed and Glued will carry out the minor repairs identified.

15. Rural exception site for affordable housing and the housing needs survey.

Bob Birthwright, Maria Fielding and Crispin Salimbeni declared their interest and left the room for the duration of this agenda item.

MSDC initially agreed in principle to pay for the Housing Needs Survey but were concerned that the request was being driven from one site and that affordable housing will be provided elsewhere in the parish on other developments. In these circumstances they would not be willing

to pay for the survey. The Clerk has also established that there is no requirement to refresh the Neighbourhood Plan and so a Housing Needs Survey will not be required for this. It was AGREED that there is no case to investigate a rural exception site or commission a Housing Needs Survey.

16. Fingerpost repairs.

No updates have been received since the last meeting; the fingerposts should be in place by the end of this month.

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

Bob Birthwright reported that he attended the Jolly Tanners cricket team AGM and that they have agreed to repair the cricket nets and put down a new carpet.

18. Chairman's Correspondence.

The following correspondence was noted:

- correspondence from an Ansty resident regarding speeding traffic in Ansty.
- Invitation to West Sussex Health and Wellbeing Board Meeting.

19. Minor matters.

- a. B2036 hoarding. The Clerk was asked to report the large hoarding outside The Squires as a possible planning breach. It is large and intrusive in a rural setting.
- b. Planning application DM/18/5114 Burgess Hill Northern Arc. The Clerk has received notification from Homes England of this planning application, but not the formal notification from MSDC. The Parish Council appreciate that this is a strategic development, but they object because there has not been proper consideration of the impact of the traffic on surrounding villages. It is also essential that the movement of traffic both in and out of the site during the lengthy building phases is directed to minimise the impact on the surrounding villages. The Parish Council will also want to ensure that contributions are made from this development to Ansty and Staplefield Parish Council items on the Infrastructure Development Plan.

Post meeting update. The formal notification has now been received and the comments on this application are not required until after the next Parish Council meeting. This planning application will appear on the agenda of the next meeting. The Clerk will draft a response to this application for consideration by the Parish Council.

MEETING CLOSED

DRAFT MINUTES SUBJECT TO CONFIRMATION

Ansty and Staplefield Parish Council Finances 14/01/2019

Payments for approval.

	Ref	Description	Amount
TalkTalk	89	Phone	27.90
Castle Water	90	Pavilion water	12.10
Unity Trust	91	Quarterly Banking charge	18.00
EDF Energy	92	Pavilion electricity	19.00
ICO	93	Data protection fee	40.00
GB Sports and Leisure	94	Park inspection	79.20
WSCC	95	November salaries	1999.02
Bob Birthwright	96	Councillor allowance	257.00
Crispin Salimbeni	97	Councillor allowance	257.00
James Steadman	98	Councillor allowance	257.00
Jon Gilley	99	Councillor allowance	257.00
Maria Fielding	100	Councillor allowance	257.00
Andrew Keiller	101	Councillor allowance	257.00
Simon Stokes	102	Councillor allowance	257.00
Brad Williams	103	Councillor allowance (Chairman)	387.00
Dhana Mahendran	104	Councillor allowance	257.00
SA Hancock	105	Draining tank at pavilion and fit drain	122.99
Staplefield Village Hall	106	Meeting room	10.00
Elizabeth Bennett	107	Clerk's expenses	13.53
WSCC	108	December salary	1999.02
Greenbarnes	109	Noticeboards	4919.23

Receipts in December

Unit Trust	AC	Bank interest	79.48
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Ansty and Staplefield Parish Council: Bank Reconciliation

31st December 2018

Bank		Cashbook	
Current Account	28243.26	Balance forward	73516.51
Deposit Account	69894.66	Receipts	71289.94
	98137.92	less payments	-57984.16
Less unpaid transactions			
Vision ICT	-208.8		
Vision ICT	-194.4		
SLCC	-175		
Idverde	-10692.5		
Staplefield village hall	-7.5		
Elizabeth Bennett	-37.43		
	86822.29		86822.29

Signed Chairman of Parish Council meeting 14/01/2019