

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 12th March 2018** at 7:30pm.

Members Present: Brad Williams (Chairman), Bob Birthwright, Jon Gilley, Simon Stokes, James Steadman, Maria Fielding, Crispin Salimbeni, Andrew Keiller, Dhana Mahendran.
Also present: Liz Bennett (Clerk), Pete Bradbury (WSCC and MSDC Councillor), representative from Countrywide Properties, one member of the public.

PUBLIC SESSION.

The Parish Council was asked for an update on pedestrian safety in Ansty and also to consider requesting a pedestrian crossing on the A272 as part of the Bolney Road planning application. The Clerk explained that the pedestrian safety scheme drawn up by WSCC Highways had been approved and it is hoped will be implemented in the financial year 2019-2020. This does not include a pedestrian crossing, but the Parish Council will consider this further when discussing the Bolney Road planning application.

The Parish Council was also asked to ensure that MSDC/ WSCC consider the impact in Ansty of the additional traffic from the Burgess Hill Northern Arc. The Chairman explained that the Parish Council has been working on this for some time and is represented on the Parish Council liaison group for the Northern Arc. It is also hoping to work directly with other affected parishes.

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 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 12th February 2018.

The minutes were AGREED and will be signed at the next meeting.

4. Proposal for placing a defibrillator in Staplefield phone box.

The proposal is not ready for discussion and so this item will be carried forward to the next meeting.

5. Planning decisions.

The following decisions were noted:

- a) DM/18/0528 1 Highbridge Mill Cottages, Cuckfield Road, Ansty. Non-material

amendment relating to planning application DM/15/2157 for the removal of basement, removal of solar tiles, change the location of the proposed porch, alteration to window layout to front elevation and addition of a rear roof terrace to master bedroom. Application withdrawn.

- b) DM/18/0478 Millfield Barn, Pickwell Lane, Ansty. Application withdrawn.
- c) DM/18/0180 11 Pullman Avenue, Haywards Heath. Alteration to enlarge existing garage which will become integral with main house. Granted.
- d) DM/17/4902 Enguity, Paynes Place Farm, Cuckfield Road. To supply and erect mezzanine floor and associated partitions and ceilings. Granted.
- e) DM/18/0799 1 Highbridge Mill Cottages, Cuckfield Road, Ansty. Non material amendment relating to planning application DM/15/2157 reduce the scale of the development by removing the basement and solar tiles, changing the location of the proposed porch and altering front elevation window layout. Approved.

6. Planning applications.

- a) DM/18/0596 Proposed residential development of 30 dwellings with associated external works, landscaping and access. Land South of Bolney Road, Ansty. The Parish Council object to this application because it exceeds the 18 houses that were allocated in the Neighbourhood Plan for this site. However, it welcomes the lower density design of the scheme and the housing mix which includes a number of affordable and smaller units. The Parish Council request that if the proposal were to go ahead then consideration should be given to pedestrian safety through the provision of a pedestrian crossing on the A272 and a footpath link from this site through the development at Barn Cottage. The Parish Council wish to ensure that s106 money is given to the Ansty Village Centre. The representative from Countrywide Properties was allowed to speak and he agreed to talk to WSCC about a pedestrian crossing and also to ensure that the s106 agreement for this proposal, should it be granted permission, replaces the s106 agreement from the previous agreed application for 20 houses.
- b) DM/17/5000 Demolition of outbuildings and erection of annexe building. Old Hall, Brantridge Lane, Staplefield. The Parish Council do not object to this application provided that the annexe is tied to the main residence.
- c) AP/18/0012 Grafton, Brighton Road, Warninglid. Appeal notification following the refusal of planning permission DM/17/4312. Noted.
- d) DM/18/0651 Lawful Development Certificate. Proposed planting of vines for the purposes of growing grapes for wine. 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. Dillions Farmhouse, Tanyard Lane, Staplefield. Noted.
- e) DM/18/0886 Trees in a conservation area. Mature oak tree – crown lift up to 6 metres on all aspects. Prune back from the adjacent large building to clear a distance of approximately 4 metres. All cuts made to suitable secondary growth points. Rosaire, Handcross Road, Staplefield. The Parish Council do not object provided that the Tree Officer is satisfied with the proposal.
- f) DM/18/0846 Listed Building Consent. Single storey rear extension, built into garden bank to provide family/garden room. Bridge Farm, Cuckfield Road, Burgess Hill. No objection.

- g) DM/18/0845 and DM/18/0839 Listed Building Consent and Full Application. Proposed conversion and alterations of redundant former farm buildings to create a single residential dwelling and associated outbuilding (amendment to planning ref DM/17/4180) Land at Tyes Place, Brantridge Lane, Staplefield. No objection.
- h) DM/18/0858 Proposed amendments to planning approval DM/17/2623 to include render to the entire property (excluding extension) with smooth white render. All windows and doors in new extension to be grey aluminium. Timber cladding to commence from corner of property and change bi-fold doors to sliding doors. The Old Lodge, Ditton Place, Brantridge Lane. No objection.
- i) DM/17/4190 Reserved Matters Application. Reserved matters approval pursuant to Condition 1 of Outline Approval DM/16/4496 for the scale, layout, appearance and landscaping of 320 new dwellings (inc 30% affordable housing), including the provision of public open space, drainage swales and detention ponds. Rookery Farm, Rocky Lane. Noted.
- j) DM/18/0764 Variation of condition 2 relating to planning application DM/17/2187 to update plans to show the locations of 4 additional roof windows (velux). Millfield Barn, Pickwell Lane. No objection.

7. Document Retention Strategy.

This item is carried forward to the next meeting.

8. Revised Financial Regulations.

It was agreed that it is not necessary to conduct credit checks on Councillors who act as signatories and also that the current payment authorisation of the Clerk plus two Councillors will continue. The Financial Regulations were approved by the Parish Council.

9. Pension discretions.

The pension discretions are subject to annual review. These were approved by the Parish Council with no changes.

10. Parish Council risk assessment.

The risk assessment is subject to annual review. The Clerk was asked to amend the section on the play area to reflect actions taken resulting from the inspections. With this amendment, the risk assessment was approved.

11. Traffic from Burgess Hill Northern Arc.

The Clerk has received responses from four other parishes who are happy to work together to ensure that proper consideration is given to the impact of traffic travelling north from the Northern Arc. Pete Bradbury was allowed to speak; he suggested that the Parish Council should also contact Hurstpierpoint Parish Council who have similar concerns about south bound traffic.

The Clerk and Bob Birthwright are attending the Burgess Hill Town and Parish Strategic Liason Group on the 5th April and will report back at the next meeting.

12. Salt bins at Cedar Avenue, Sandrocks.

It was AGREED to purchase two salt bins for Cedar Avenue at a cost of £50 each plus

delivery. These will be added to the Winter Maintenance Plan and will be filled by WSCC in time for next winter.

13. Legionella at Staplefield Pavilion.

It was AGREED that there is no need to assess for legionella at Staplefield Pavilion. The tank is empty each year and the water temperature is above the required 60c.

14. Street name for new development on land at the rear of Hook Place.

The street name proposed by the developer is "The Squires". This was agreed by the Parish Council.

15. Trees on edge of Staplefield common near Brantridge School.

The trees are causing a visual obstruction. Highways has confirmed that they do not have responsibility for these trees and they are on land registered to the Parish Council. The Clerk was asked to check if a local farmer could cut them back with his hedge cutter.

16. Finance Matters.

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

17. Ansty Village Centre.

The Chairman explained that he is planning to make a short video about the village centre which can be used to help with fundraising. The Clerk will assist with this and so it will use some of her time, but there will be no other charges for editing etc. This was agreed. It is hoped that the video will be ready in June.

18. Road safety issues in parish.

There is nothing further to report on this. The Clerk was asked if the police could also look at speeding in Rocky Lane.

19. Fingerpost repairs.

The fingerpost work was delayed by the recent bad weather but should continue now that it is brighter.

20. Annual Parish Meeting and Clerk's holiday.

The Annual Parish Meeting will be held on 16th April at 7pm prior to the main Parish Council meeting. It was agreed that the July meeting will be moved to July 23rd to accommodate the Clerk's holiday.

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

The Clerk and Jon Gilley attended a meeting at MSDC to receive an update on the housing numbers needed for the District Plan. A call for sites has taken place and MSDC has been actively contacting landowners. They need to find land to accommodate an additional 2500 houses. Once the sites have been assessed MSDC will work with individual parishes that may be affected.

22. Reports from County and District Councils.

Pete Bradbury reported that the MSDC has now received confirmation from the District Plan inspector that the plan is sound. The next step is for MSDC to formally adopt the plan.

Pete Bradbury also reported that MSDC would like confirmation of the VAT position for Ansty Village Centre before discussing their further involvement.

23. Chairman's Correspondence.

The following correspondence was noted:

Emails regarding a Velo South Cycle event. The Parish Council do not object to this event.

WSSC Public Rights of Way email re footpath summer cuts. Councillors agreed to send comments to the Clerk before the deadline – 26th March

11th May SALC meeting with Sussex police. Councillors will let the Clerk know of any strategic questions.

24. Minor matters and items for the next agenda.

The Clerk reported that the safety matting under the Supernova equipment in Staplefield Play Park will be replaced on 3rd April.

MEETING CLOSED

APPROVED MINUTES

Ansty and Staplefield Parish Council Finances 12th March 2018

	Ref	Description	Amount
Business Stream	101	Water drainage (taken over from Southern Water)	54.03
TalkTalk	102	Phone	26.00
EDF Energy	103	Pavilion electricity	16.00
MSDC	104	Pavilion waste collection	40.00
WSCC	105	Salaries, pension, NICS	1962.50
WSCC	106	Payroll admin charge	88.42
Brad Williams	107	Councillor allowance (Chairman)	387.00
Bob Birthwright	108	Councillor allowance	257.00
Crispin Salimbeni	109	Councillor allowance	257.00
Maria Fielding	110	Councillor allowance	257.00
Jon Gilley	111	Councillor allowance	257.00
James Steadman	112	Councillor allowance	257.00
Simon Stokes	113	Councillor allowance	257.00
Dhana Mahendran	114	Councillor allowance	257.00
Andrew Keiller	115	Councillor allowance	257.00
Elizabeth Bennett	116	Expenses	21.79
South East Water	117	Pavilion water	5.00

No receipts in February.

Ansty and Staplefield Parish Council: Bank Reconciliation

28th February 2018

Bank		Cashbook	
Current Account	13316.27	Balance forward	42044.27
Deposit Account	64699.51	Receipts	90692.72
	78015.78	less payments	-54721.21
	78015.78		78015.78

Signed by Chairman of PC meeting 12th March 2018