

ANSTY AND STAPLEFIELD PARISH COUNCIL

The minutes of the meeting of Ansty and Staplefield Parish Council held by Zoom on 9th November 2020 at 7:30pm.

Members present: Brad Williams, Bob Birthwright, Maria Fielding, Jon Gilley, James Steadman, Simon Stokes, Nuala Hampshire, Dhana Mahendran.

Also present: Liz Bennett (Clerk), Pete Bradbury

1. Chairman's introduction and guidance for online meetings.

2. Public Session.

There were no members of the public present at the meeting.

3. Apologies for absence.

Apologies were accepted from Crispin Salimbeni.

4. Declarations of interest in items on the agenda.

None were declared.

5. Minutes of the Parish Council meeting held on 12th October 2020.

The minutes of the last meeting were AGREED.

6. Planning decisions.

The following decisions were noted:

- a. DM/20/3084 Description: variation of condition no 13 of application DM/18/1280, allowing for changes approved plans include a plunge / swimming pool. Location: Shards, Staplefield Road, Cuckfield.
- b. DM/20/3365 Description: 1: LV Pole termination on pole 633012, 2: To install a new pad mount substation as described and shown on the attached plan, 3: to install new underground cable from the new substation to pole 633012 Location: Land At Cuckfield Road Ansty Haywards Heath. Granted.
- c. DM/20/3188 Description: clear laurels from site. Fell 3 x dead tree, 2 x silver birch and 4 x yews. Please see map for details. Location: Land East Of The Lodge, Staplefield Place, Handcross Road. Granted.
- d. DM/20/2074 Description: refurbishment of existing house internally and externally. Demolition of attached garage, utility and oil bund. Construction of two storey side extension and porch, and formation of a new detached garage. (amended garage drawing to reduce to a double garage with hipped roof - rev b and submission of tree report. 18.09.2020) Location: Cedars, Staplefield Place, Handcross Road. Granted.
- e. DM/20/2609 Description: retrospective application for the erection of a 1.8m close boarded fence to the western boundary (within the curtilage of a listed building). Location: Lime Grove Barn, Cuckfield Road, Ansty. Granted.
- f. DM/20/3361 Proposal: construction of a single storey garage/store/garden workshop building. Location: Valebridge, Valebridge Road, Burgess Hill. Certificate of Lawful Development issued.

7. Planning applications.

- a. DM/20/3673 Application Type: Householder Application. Proposal: Construction of 2 storey side/rear extension, as re-submission of approved, unimplemented application DM/19/4361, with revised (higher) floor levels and roof line. Site Address: West View, Brook Street, Cuckfield. No objection.
- b. DM/20/3763 Application Type: Householder Application Proposal: Two storey side extension. Site Address: Moorfields Farm Cottage, Broxmead Lane, Cuckfield. No objection.
- c. DM/20/3872 Application Type: Trees in a Conservation Area Proposal: Works to 49 trees, see tree schedule. Site Address: Land At Upper Staplefield Common And Brantridge Lane. This application was submitted by the Parish Council and so was not discussed.
- d. DM/20/1979 Application Type: Listed Building Consent and DM/20/1961 Householder Application. Proposal: Erection of electrically controlled entrance gateways and boundary fencing and alteration to existing access. (Revised plans received 20.10.2020). Site Address: Legh Manor, Cuckfield Road, Ansty. No objection.
- e. DM/20/3823 Application Type: Householder Application Proposal: Erection of a two-storey side extension and roof alterations. Site Address: The Old Lodge, Ditton Place, Brantridge Lane, Balcombe. No objection.
- f. DM/20/2671 Application Type: Full Application Proposal: Realignment of existing car park, provision of new access off B2036 Cuckfield Road, demolition of part of the existing driving range building at the Burgess Hill, Golf Centre and associated hard and soft landscaping at the Oak Barn Restaurant. Additional heritage and highways information received 28/10. Site Address: Burgess Hill Golf Academy, Cuckfield Road, Burgess Hill. No objection.
- g. DM/20/3900 Application Type: Prior Not. - Agric. to Flexible Use Proposal: Change of Use of part of an Agricultural Building to a Flexible Commercial Use (Cross Fit gym). Site Address: Holmsted Farm, Staplefield Road, Cuckfield. No objection.
- h. DM/20/1718 Application Type: Householder Application Proposal: Conversion of timber frame barn outbuilding in to living accommodation for visitors to the main house. Site Address: The Barn House, Cuckfield Road, Ansty. No objection provided that the conversion is ancillary accommodation.
- i. DM/20/3978 Application Type: Full Application Proposal: Demolition of existing property and outbuildings. Construction of replacement 6 bedroom, 3 storey detached dwelling and 2 storey detached garage building. Associated hard and soft landscaping works. Site Address: Oakfield House, Deaks Lane, Cuckfield. No objection.

8. Correspondence re Cuckfield Golf Course.

The correspondence was noted. Pete Bradbury confirmed that the District Council are taking enforcement action. The Clerk was asked to write to MSDC to support them in the enforcement action they are taking.

9. Monthly Finances.

The financial statement including the schedule of payments, the receipts and bank reconciliation was AGREED.

10. Upper Common, Staplefield

a. Tree work at Upper Common.

The Clerk has applied for permission to conduct work on the trees in a conservation area and this will be determined by 27th November. The Clerk asked 7 contractors to provide quotes, four of whom responded. It was AGREED that Trevor Symes will be asked to carry out the work on the trees whose condition was described as “hazardous” or “poor” before Christmas. The remaining trees will be dealt with in due course. It was suggested that the Ash trees should all be felled as Ash Dieback is rife within the village. The Clerk will discuss this with the contractor.

b. To note the insurance position re Upper Common.

The Clerk confirmed that Upper Common is covered by the Parish Council’s public liability insurance.

11. Replacement of Staplefield bus shelter.

The Clerk presented three options for a new bus shelter. One of the quotes is from a contractor who can produce a replica of the previous shelter and the other two are from companies who provide off-the-shelf wooden shelters. The replica shelter would be the most visually appealing and provides the most shelter from the elements but is not the cheapest option. After some discussion it was agreed that Bob will approach the Staplefield Association for their views and see if they are able to contribute towards the new shelter.

The quote for the replica shelter does not include tiling the roof but it was suggested this could be done by a volunteer. The Clerk advised that the Parish Council must satisfy itself that the volunteer is suitably qualified or experienced to do the job.

12. Showers at Staplefield pavilion.

The external work is now complete, windows and guttering have been replaced, the rear door has been replaced, some of the timbers have been replaced and the whole building has been wood treated.

A proposal had been put forward to decommission the showers, but the Parish Council agreed to leave them for now. The Clerk was asked to arrange for the water tank to be drained.

13. License agreement with Enterprise Inns.

Enterprise Inns have not paid the license fee for access across the common and the seating area at The Victory. James Steadman explained that the license is a continuing license which does not end until one party gives 6 months’ notice. A rent review increase is due in June 2021. James will try to speak to someone at the Enterprise Inns regarding the outstanding money. The Clerk was asked to make it clear that the money

is not owed by the two owners of The Victory Inn but by Enterprise Inns.

14. Public consultation on standards in public life.

The Parish Council agreed not to respond to this consultation.

15. Local Community Infrastructure s106 fund.

The original fund was £25301 of which £9750 has been spent on the mobile speed indicator devices. It was AGREED that the Clerk should apply to MSDC for money to provide two bus shelters at Rocky Lane at a total cost of c£5780, plus c£2300 for a new noticeboard. Other proposals for spending the money at Rocky Lane have been rejected by MSDC. Dhana, with the help of MSDC, is pursuing the developers to provide some of the proposals, including safety fencing.

The remaining s106 sum of c£7400 should be offered to Ansty Village Centre.

16. Ansty Village Centre update.

Several Councillors had a tour of the site which is looking very impressive. There are some cash flow issues which the AVC project team are working hard to address. The Clerk will ask the project team for a financial report for the next meeting. Brad offered to invite the Leader of MSDC on a tour of the site once the current lockdown restrictions are relaxed.

17. WSALC Survey.

The West Sussex Association of Local Councils are conducting a survey on Parish Council use of the services provided by SSALC (Surrey and Sussex Association of Local Councils). It was agreed that completion of the survey will be delegated to the Clerk.

18. Updates from MSDC and WSCC Councillor.

The Councillor had to leave the meeting before this agenda item.

19. Minor matters and items for the next agenda.

- a. **WSCC Transport Plan Review Survey.** This item will be put on the agenda for the December Parish Council meeting.
- b. **No cycling signs.** The “no cycling” signs placed on public rights of way had to be replaced recently because the lamination leaked. More robust signs will be considered if the current signs also fail.
- c. **Finance Working Party.** The Clerk will arrange a meeting of the Finance Working Party to consider the budget and precept for the next financial year.

MEETING CLOSED

DRAFT MINUTES SUBJECT TO CONFIRMATION

Ansty and Staplefield Parish Council Finances 9th November 2020

Payments for approval

	Ref	Description	Amount
Castle Water	57	Pavilion water	8.44
EDF Energy	58	Pavilion electricity	16.00
Vodafone	59	Phone	21.55
IdVerde	60	Grass cutting	9623.24
Westcotec	61	Bluetooth data collection SID	300.00
Elizabeth Bennett	62	Expenses	25.19
WSCC	63	Salaries	2397.70

Receipts in October

	Ref	Description	Amount
G.Crosta (Jolly Tanners)	R	Cricket	167.70
EDF Energy	S	Pavilion electricity refund	49.79

Bank Reconciliation

30th October 2020

Bank		Cashbook	
Current Account	56130.75	Balance forward	56862.78
Deposit Account	15231.49	Receipts	111827.77
		less payments	-97328.31
	71362.24		71362.24

Approved at Parish Council meeting 12th October 2020.