

## 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 14<sup>th</sup> October 2019** at 7:30pm.

**Members present:** Brad Williams (Chairman), Bob Birthwright, Maria Fielding, Crispin Salimbeni, Peter Bushell, Dhana Mahendran, Jon Gilley, Simon Stokes.

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

### PUBLIC SESSION

No members of the public were present.

#### 1. Apologies for absence.

Apologies were accepted from James Steadman.

#### 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.

Maria Fielding and Crispin Salimbeni declared personal interests in agenda items 5d and 5f because they are trustees of Staplefield Village Hall, which is a nearby property. As this is not a prejudicial interest, they are able to take part in the discussion.

Crispin Salimbeni also declared a personal interest in agenda item 5e because he lives near the property.

Bob Birthwright declared a prejudicial interest in 5d and 5f because he owns the adjacent field.

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

#### 3. Minutes of the meeting held on 9<sup>th</sup> September 2019.

The minutes were AGREED and signed by the Chairman.

#### 4. Planning decisions.

The following planning decisions were noted:

- a. DM/19/2997 Description: Cedral cladding above windows of extension. Location: Middle Cottage, Ditton Place, Brantridge Lane, Balcombe. Granted.
- b. DM/19/3041 Description: variation of condition number 2 relating to planning application dm/17/1157 to account for the submission of new drawings 5323-001a. 002a and 003b Location: St Marks Church, Brantridge Lane, Staplefield. Granted.
- c. DM/19/3176 Description: two storey side extension (amended plans received 30/08 and 13/09) Location: Moorfields Farm Cottage, Broxmead Lane, Cuckfield. Granted.
- d. DM/19/3374 Description: elder (t1) fell. Silver birch (t2) fell. Clear marked area.

- Location: Cedars Staplefield Place Handcross Road Staplefield. Granted.
- e. DM/19/3218 Description: proposed fireplace and associated flue location: Land and Buildings at Barnsnape Farm, Broxmead Lane, Cuckfield, Haywards Heath. Granted.
  - f. DM/18/5114 Description: comprehensive, phased, mixed-use development comprising approximately 3,040 dwellings including 60 units of extra care accommodation (use class c3) and 13 permanent gypsy and traveller pitches, including a centre for community sport with ancillary facilities (use class d2), three local centres (comprising use classes a1-a5 and b1, and stand-alone community facilities within use class D1), healthcare facilities (use class d1), and employment development comprising a 4 hectare dedicated business park (use classes b1 and b2), two Primary school campuses and a secondary school campus (use class d1), public open space, recreation areas, play areas, associated infrastructure including pedestrian and cycle routes, means of access, roads, car parking, bridges, landscaping, surface water attenuation, recycling centre and waste collection infrastructure with associated demolition of existing buildings and structures, earthworks, temporary and permanent utility infrastructure and associated works. Location: Burgess Hill Northern Arc, Land North and North West of Burgess Hill, between Bedelands Nature Reserve in the East and, Goddard's Green Waste Water Treatment Works in the West. Granted.
  - g. DM/19/3964 Description: non-material amendment to DM/18/1280 to allow alterations to the approved planning elevations. Location: Land at Weald Chase, Staplefield Road, Cuckfield. Non-material amendment approved.
  - h. DM/19/2213 Description: removal of existing conservatory, proposed extension to front porch, relocate chimney on west elevation. Proposed alterations to roof to allow a second floor with new dormers on all elevations. Single storey side extension to east elevation, two storey rear extension, single storey side extension to west elevation. Installation of pv panels. Proposed flue for wood burning stove to terminate through main pitched roof. Amendments to boundary wall to create new entrance with secure gates and associated hard and soft landscaping. Construction of a pool with new terrace and steps down to garden. (revised plans removing the link and garage extensions received 17.09.2019. Description updated 17.09.2019) (topographic survey, site location plan and amended ground floor plan received 08.10.2019) Location: Jarretts Farm, Brantridge Lane, Balcombe. Granted.
  - i. DM/19/3961 Description: Non-material amendment to DM/19/2111 to allow for the relocation of private bore hole. Location: Borde Hill House, Borde Hill Garden, Borde Hill Lane. Approved.

## **5. Planning applications.**

- a. DM/19/3608 Application Type: Householder Application Proposal: First floor rear extension and internal alterations to ground and first floor. Site Address: 55 Diamond Cottages, Brook Street, Cuckfield. No objection.
- b. DM/19/3769 Application Type: Outline Application Proposal: Outline planning application for 30 new dwellings, including 30% affordable housing with access via Isaac's Lane, the provision of public open space, associated infrastructure and landscaping (resubmission of application DM/18/3052). All matters reserved

- except for access. Site Address: Woodfield House, Isaacs Lane, Burgess Hill. The Parish Council object because the site was not allocated in the Neighbourhood Plan or District Plan and is an area of countryside development constraint. If permission should be granted the PC would like some s106 money towards community projects.
- c. DM/19/3234 Application Type: Outline Application Proposal: Outline application for demolition of existing dwelling and outbuildings. Proposed erection of ten, 3- and 4-bedroom dwellings with associated parking, turning areas and new access, to include 3m wide turn-in layby, onto Isaacs Lane. All matters reserved apart from access. Site Address: Little Abbotsford, Isaacs Lane, Burgess Hill. The Parish Council object because the site was not allocated in the Neighbourhood Plan or District Plan and is an area of countryside development constraint. If permission should be granted the PC would like some s106 money towards community projects.
  - d. DM/19/3525 Application Type: Full Application Proposal: Replacement equipment and storage building with 3 private domestic stables. Site Address: The Forge, Cuckfield Road, Staplefield. Bob Birthwright left the room for the duration of the discussion and decision. No objection.
  - e. DM/19/3904 Application Type: Householder Application. Proposal: Removal of pitched roof and formation of balcony at first floor, South elevation. Site Address: Grange Farm House, Tanyard Lane, Staplefield. No objection.
  - f. DM/19/3398 Application Type: Full Application Proposal: Demolition of 6 livery and ancillary buildings. Erection of 3 commercial B1 and B8 units. Site Address: The Forge, Cuckfield Road, Staplefield. Bob Birthwright left the room for the duration of the discussion and decision. No objection.
  - g. DM/19/3123 Application Type: Full Application Proposal: Demolition of existing dwelling and erection of 40 new dwellings with new access created onto Cuckfield Road. Amended plans received 2 October showing changes to the elevations of the proposed dwellings and removal of garages to the northwest corner of the site. Site Address: Bridge Hall, Cuckfield Road, Burgess Hill. The Parish Council commented on this application at the September meeting and the revised plans do not change their comment i.e. The Parish Council object to this application because it was not allocated in the Neighbourhood Plan and is in an area of Countryside restraint. Should the application be granted the Parish Council would like some s106 contributions towards the refurbishment of the storage shed at Ansty Rec.
  - h. DM/19/4068 Application Type: Removal/Variation of Condition. Proposal: Variation of condition no 1 of application DM/16/4609, to replace approved plans to allow for changes in design. Site Address: Ansty Sports and Social Club, Village Hall, Deaks Lane, Ansty. Jon Gilley and Crispin Salimbeni left the room for the duration of the discussion and decision. No objection.,
  - i. DM/19/4187 Application Type: Householder Application Proposal: Demolition of existing conservatory with single storey rear extension. Site Address: Tyghes, Handcross Road, Staplefield. No objection.

**6. Ansty Village Centre consultation regarding the Parish Council's possible donation to the project and the agenda for the Extraordinary Meeting on 22<sup>nd</sup> October.**

The consultation event held on 28<sup>th</sup> September at Ansty Village Hall was well attended and the Clerk has also received several responses by email or post. The consultation closes on Friday 18<sup>th</sup> October. The results will be available for the Extraordinary Meeting which will be held on Tuesday 22<sup>nd</sup> October at Ansty Village Hall. The agenda for the meeting was AGREED and will be distributed tomorrow.

A meeting has been arranged with MSDC on the 30<sup>th</sup> October to provide them with an update and discuss possible funding.

**7. Ansty Village Green.**

The Clerk has investigated the possibility of registering the green at the centre of Ansty as a Village Green. Anyone can apply under section 15(1) of the Commons Act 2006 to register land as a village green if it has been used by local people for lawful sports and pastimes 'as of right' (i.e. without permission, force or secrecy) for at least 20 years. The green is owned by WSCC Highways and so public use is a legal right. An application is likely to fail the "as of right" test because it is used "by right" i.e. with permission. There was a very similar case involving land next to the highway, which was owned by Highways (Cheshire East Borough Council) that failed for this reason. It was AGREED not to take this further.

**8. Remembrance Day – wreath.**

Crispin agreed to lay the wreath at the Staplefield war memorial.

**9. Financial regulations based on the new NALC model.**

The adoption of the latest Financial Regulations was AGREED.

**10. Finances.**

The finance report showing the schedule of payments for approval, the receipts in September, the bank reconciliation and the budget report as at the end of September was AGREED and signed by the Chairman.

**11. Mobile Speed Indicator Device (SID) update.**

The SID is currently in Ansty and will move to Rocky Lane next week once the location has been approved by Highways. Peter Bushell provided an analysis of the data collected from the period when the SID was in Staplefield.

**12. Fingerpost repairs.**

An update has not been received.

**13. Staplefield pavilion maintenance.**

The current contractor has not progressed the work as hoped, and the Clerk was asked to find an alternative person.

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

The Chairman provided a report from the Town and Parish Strategic Liaison meeting that

he and the Clerk attended to receive an update on the Burgess Hill Northern Arc.

**15. Correspondence.**

The following correspondence was noted:

MSDC Draft Animal Welfare Policy. Comments due 3<sup>rd</sup> November.

Email exchanges re possible planning control issues at Cuckfield Golf Centre

MSDC Draft site allocations development plan document. This item will be added to the agenda of the November meeting.

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

**a. Christmas dinner. 11<sup>th</sup> December.**

- b. Pavilion water.** The Staplefield Cricket Club were asked to drain the tank but were reluctant to do so, because last year a pipe burst. It was confirmed that a plumber had fitted an additional drain and that the problem should not recur. The Clerk will ask the club again.

**MEETING CLOSED**

**DRAFT MINUTES SUBJECT TO CONFIRMATION**

Ansty and Staplefield Parish Council				
Budget v Actual 2019-2020 (net of VAT)				
PAYMENTS	Actual year end 31/03/2019	Revised budget 2019-2020	As at 30/09/2019	Forecast at year end
<b>Office Expenses</b>				
Broadband, phone,web	1058.05	300	347.91	473
Clerk's Expenses	408.67	400	195.01	400
sub total	1466.72	700	542.92	873
<b>Other Admin</b>				
Insurance	1202.09	1230	1312.7	1312.7
Subs	879.98	827	626.34	827
Audit	424.43	450	100.1	400
Room bookings	268.5	300	145	300
Bank Charges	72	72	18	72
Training	80	0	0	0
Payroll admin	150.96	155	0	155
sub total	3077.96	3034	2202.14	3066.7
<b>Clr Allowances</b>	2443	2443	0	2443
<b>Staff</b>	23988.25	24553	11982.42	24553
<b>Staplefield</b>				
Cricket Sq & outfield	3489.94	3490	0	3490
Other Grass	904	504	875	1379
Playpark, ditch etc	4310.24	2658	132	2658
Staplefield Pavilion	951.99	5300	317.89	5400
Operation Watershed	16776	0	0	0
	26432.17	11952	1324.89	12927
<b>Gardens</b>	2458.24	2980	0	2980
<b>Street Furniture</b>				
Street Lighting	2738.72	2792	2775.7	2775.7
Boards, signs,bins	5522.22	0	0	0
Mobile SID		3300	4179.4	3500
Dog Bins	137.85	350	137.85	137.85
	8398.79	6442	7092.95	6413.55
<b>Grants</b>	25	25	0	30
<b>Misc.</b>	77.4	0	0	0
<b>AVC donation</b>				
<b>AVC loan</b>		0	0	0
<b>TOTAL PAYMENTS</b>	<b>68367.53</b>	<b>52129</b>	<b>23145.32</b>	<b>53286.25</b>
<b>RECEIPTS</b>				
<b>Staplefield Cricket</b>	4325.3	4325	4053.9	4487
<b>Staplefield Common</b>	1847.28	1780	1550	1780
<b>Agency Fees</b>	806.9	900	765.08	900
<b>Grants</b>	0	0		0
<b>Precept</b>	59617	67660	33830	67660
<b>Interest</b>	228.58	140	55.25	140
<b>Mobile SID</b>		4050.82	4050.82	4050.82
<b>Misc</b>	36.2	0	0	0
<b>TOTAL RECEIPTS</b>	<b>66861.26</b>	<b>78855.82</b>	<b>44305.05</b>	<b>79017.82</b>
<b>Net (Inc-Exp)</b>	<b>-1506.27</b>	<b>26726.82</b>		<b>25731.57</b>

**Anstylerk:**  
New phone and email addresses

**Anstylerk:**  
additional cover for SID and defib

**Anstylerk:**  
Staplefield tree work £875

**Anstylerk:**  
Pest control

**Anstylerk:**  
Additional brackets and padlocks

## Ansty and Staplefield Parish Council Finances 14<sup>th</sup> October 2019

### Payments for approval

	Ref	Description	Amount
Unity Trust	53	Service charge	<b>18</b>
EDF Energy	54	Pavilion electricity	<b>12.00</b>
Ansty Village Hall Trust	55	Room bookings for next year	<b>108.00</b>
Chubb	56	Fire extinguisher service	<b>46.20</b>
Miriam Upton	57	Pavilion supplies	<b>27.57</b>
WSCC	58	Salaries	<b>1996.68</b>
Moore	59	Audit	<b>360.00</b>
Staplefield Village Hall	60	Room booking	<b>17.50</b>
Elizabeth Bennett	61	Expenses	<b>71.08</b>
Ansty Village Hall Trust	62	Room booking (consultation)	<b>13.50</b>

### Receipts in September

	Ref	Description	Amount
Sunday Seconds cricket	X	cricket	<b>116.10</b>
Staplefield Cricket Club	Y	cricket	<b>1006.20</b>
Unity Trust	Z	Interest	<b>57.47</b>
MSDC	AA	precept	<b>33830</b>

### Ansty and Staplefield Parish Council: Bank Reconciliation

30th September 2019

<b>Bank</b>		<b>Cashbook</b>	
Current Account	74659.01	Balance forward	71067
Deposit Account	55068.62	Receipts	84083.81
	<b>129727.63</b>	less payments	-24416.98
Plus uncredited cheque	1006.2		
	<b>130733.83</b>		<b>130733.83</b>