

ANSTY AND STAPLEFIELD PARISH COUNCIL DRAFT

The minutes of the Parish Council Meeting of Ansty and Staplefield Parish Council held in Ansty Village Hall on 8th July 2024 at 7:30pm.

Members present: Simon Stokes (Chairman), Brad Williams, Crispin Salimbeni, Nuala Hampshire, Heinrich Schmidt, Jon Gilley, George Morley and Maria Fielding.

Also present: Laura Mann (Clerk), MSDC Malcolm Avery, WSCC Pete Bradbury and no members of the public.

1. Public Session.

There were no residents present.

2. Apologies for absence.

Apologies were accepted from Amanda Saunders, Bob Birthwright, James Steadman & Mandi Graves.

3. Declarations of interest in items on the agenda.

All Councillors have a dispensation for matters concerning the District Plan review. No other DOIs were declared.

4. Minutes of the Parish Council meeting held on 10th June 2024.

The minutes were AGREED and signed by the Chairman.

5. Planning decisions.

The following planning decisions were noted:

- a. DM/24/1188 | Installation of Integrated Constructed Wetland (ICW) and associated infrastructure at land adjacent to Staplefield Wastewater Treatment Works. Further information has been submitted to West Sussex County Council, revised site layout, drainage information, arboriculture information. | Staplefield Wastewater Treatment Works Cuckfield Road Staplefield West Sussex. Decided: No objection
- b. DM/24/1128 | T1 Beech - Fell. T2 Beech - Fell | The Old Vicarage Brantridge Lane Staplefield Haywards Heath West Sussex RH17 6EN Decided: Permitted
- c. DM/24/1087 | Proposed single storey rear extension with external alterations to existing rear outbuilding (Amended description 03/06) | Blackthorn Cottage Brook Street Cuckfield Haywards Heath West Sussex RH17 5JL Decided: Permitted
- d. DM/24/1060 | Retrospective application for an external balcony and additional windows to replacement two storey double garage building (works complete following planning app ref DM/21/4229). (Amended plans received 28/05/2024). | Lodge Farmhouse Copyhold Lane Cuckfield Haywards Heath West Sussex RH17 5ED Decided: Permitted
- e. DM/24/1026 | Proposed conversion/extension of part of stable in to a home office. | Midwyn House Cherry Lane Cuckfield Haywards Heath West Sussex RH17 5JW Decided: Permitted
- f. DM/24/0878 | To remove the existing 100kVA Pole Mounted Transformer (PMT)

on pole 616920/616921. To install a new 200kVA PMT on pole 616920/616921. To replace the overhead spans between poles 619920/616921 to 634188. | The Jolly Tanners Handcross Road Staplefield Haywards Heath West Sussex RH17 6E
No objection.

- g. DM/23/0120 | Conversion of cart barn and piggeries to use as ancillary to the main dwelling. Updated heritage statement and revised plans received. Bat emergence survey report received 20.05.2024. | Great Thorndean Farm House Slough Green Lane Warninglid Haywards Heath West Sussex RH17 5SL Decided: Permitted

6. Planning applications.

- a. DM/24/1549 | Change of use of paddock to garden land. Erection of a residential outbuilding. | The Old Lodge Ditton Place Brantridge Lane Balcombe Haywards Heath West Sussex RH17 6JR Determination Deadline - Tue 20 Aug 2024
Comment: *Submit objection on the grounds of change of use of land.*
- b. DM/24/1523 | Discharge of planning condition nos 2 and 3 relating to planning application DM/20/4681 | Whitehouse Cottage Staplefield Lane Staplefield Haywards Heath West Sussex RH17 6AU Expiry Date: Mon 15 Jul 2024 Comment: No action.
- c. DM/24/1348 | Retrospective application for the removal of existing ancillary timber structure used as kennels and replacement with purpose built kennels for 5 no. dogs. | Mizbrooks Farmhouse Cleavers Lane Cuckfield Haywards Heath West Sussex RH17 5HZ Expiry date 17th July 2024. *Comment: Submit objection & request that the site be reinstated to before the kennels were replaced. The grounds being that it is breach of the following District Plan policies: DP16 - Protection of the environment of the High Weald National Landscape; DP21 - Transport. Implications the development would have for Cleavers Lane; DP26 - Character and Design. New building out of place with the setting; DP29 - Noise, Air and Light pollution from the new commercial activity of the kennels; DP34 Listed building and other heritage assets - The setting of Mizbrooks Farm will be compromised. Heritage statement misleading and incomplete; DP38 - biodiversity via the impact on the nearby ancient woodland and priority woodland habitat. It also conflicts with AS3 (ASPC Neighbourhood plan). Development within the High Weald AONB.*
- d. DM/24/1349 | Retrospective application for the removal of existing ancillary timber structure used as kennels and replacement with purpose built kennels for 5 no. dogs. | Mizbrooks Farmhouse Cleavers Lane Cuckfield Haywards Heath West Sussex RH17 5HZ Expiry date 17th July 2024. *Comments: Objection as with DM/24/1348.*
- e. DM/24/1413 | Installation of Integrated Constructed Wetland (ICW) and associated infrastructure at land adjacent to Staplefield Wastewater Treatment Works. Further information has been submitted to West Sussex County Council, revised site layout, drainage information, arboriculture information. Further information has been submitted to West Sussex County Council, including revised site layout (removal of car park), updated cover letter, surface water details, and submission of operations and management plan. | Staplefield Wastewater Treatment Works Cuckfield Road Staplefield West Sussex Determination

Deadline - Fri 06 Sep 2024. *Comments: ASPC have already submitted a qualified approval standing (June 2024).*

- f. DM/24/1395 | Construction of a two-storey side extension. | West View Brook Street Cuckfield Haywards Heath West Sussex RH17 5JJ *Determination Deadline - Wed 31 Jul 2024 No comment.*
- g. DM/24/0901 | Erection of 2 detached dwellings with ancillary detached garages following demolition of 2 residential structures (re-submission of planning consent granted under DM/21/3446) | 1 Highfields Brighton Road Warninglid Haywards Heath West Sussex RH17 5SY *Consultation closed. Determination Deadline Tue 16 Jul 2024.*

7. District Plan Review

It was noted that the District Plan had now been submitted to the Planning Inspectorate but that the documentation had not yet been uploaded in the public domain. All agreed that with the change in Government brings potential change, but that MSDC have complied with policy responsibly. The Parish Council is keen that it, and the District Councillors need to be aligned to challenge future developments that are not supported in the District Plan.

8. To receive updates from District and County Councillors.

It was noted that MSDC Cllr Michael Avery had spoken in support of the AVHT car-park lighting application at the recent Planning Committee. He had emphasised the safety element of the scheme. The scheme had been approved.

WSCC Cllr Pete Bradbury updated the Parish Council on County news. He highlighted the opening of Woodlands Meed school, the Regulation Audit and Accounts Committee having looked at the risk register has highlighted that the County Council is a good place work, managing to recruit strong candidates, The Smart IT project which has changed scope over time, hence it now costs more than originally budgeted for. It was noted that WSCC budget has just been passed. Around £750bn in total, with areas including Adult and Children social care accounting for up to £600bn.

Questions asked by ASPC included:

Update on Potholes - It was noted that the County are spending more money on road network than ever before. The system was not designed to carry the volume, weight or speed that it does today.

Congestion and road closures - There has been a knock effect from over running roadworks and roadworks/road closures. Cllr Bradbury appreciated it was being felt locally.

9. Review of licensing agreement with Unique Pub Properties.

James Steadman was absent so this will be covered in August.

10. To note play park inspection report.

The play park inspection report was noted.

11. To receive an update on the Deaks Lane gates.

Simon Stokes recapped the project. Due to signage and gate build requirements

imposed by West Sussex Highways it was proving very difficult to obtain an approved, accredited contractor/installation engineer whilst also providing value for money. The original £1k budget was looking difficult to achieve. It was agreed this was becoming very complicated. Simon Stokes will approach the County Council Officers and Councillors directly to see if there was a more straightforward, cost-effective method. He will aim to have a better estimate to propose at the next meeting.

12. Monthly Finances

- a. **Monthly finances.** The financial statement including transactions since the last meeting and bank reconciliation were AGREED and signed by the Chairman. The bank statements for both the Current and Reserve Account were noted and signed.
- b. It was AGREED to keep the same supplier (EDF) for Staplefield electricity supply for the next year.

13. To review and adopt the following:

- a. Pensions Fund Discretion Policy for ASPC – This was still due to be updated. Advice is being sought and the clerk was hopeful this will be done by the next meeting.
- b. The new edition of Financial Regulations (NALC 2024) **was ADOPTED.**

14. Minor matters and items for the next agenda

- a. The Sewage Survey for CPRE was not a consultation any councillor felt able to complete for the area.
- b. It was AGREED that the Parish Council would adopt the Civility and Respect Pledge (SALC).
- c. It was noted that the maintenance contractors had finally addressed the smaller areas they had neglected so far this season. In Brook Street they had strimmed an area that a resident had been tending; growing wildflowers and planting. The clerk had apologised to them and it was agreed that the Parish Council need to consider where in future to include in the contract from 2025 onwards.

MEETING CLOSED.

Schedule of receipts and payments

Transactions to be authorised on Monday 8th July 2024								
Voucher	Date	Description	Type	Supplier / customer	Account name	Net	VAT	Total
424	10/06/2024	Grant	Payment	Sussex4sight	Grants	-160.00	0.00	-160.00
425	09/07/2024	Community Grant 2024	Payment	Brook Street Society	Grants	-500.00	0.00	-500.00
<u>426</u>	<u>18/06/2024</u>	<u>Coffee morning hire of Stapl Pav</u>	<u>Receipt</u>	<u>Staplefield Association</u>	<u>Miscellaneous Receipts</u>	<u>32.25</u>	<u>0.00</u>	<u>32.25</u>
427	19/06/2024	02 June bill	Payment	O2	Equipment and software	-11.96	-2.39	-14.35
428	17/06/2024	Water	Payment	Castle Water	Staplefield Pavilion	-8.56	0.00	-8.56
429	08/07/2024	June Mileage	Payment	Laura Mann	Clerk's Expenses	-27.00	0.00	-27.00
<u>430</u>	<u>30/06/2024</u>	<u>Credit interest</u>	<u>Receipt</u>	<u>Unity Trust</u>	<u>Bank Interest</u>	<u>859.09</u>	<u>0.00</u>	<u>859.09</u>
431	13/07/2024	Online subscription July	Payment	Parish Online	Subscriptions	-50.00	-10.00	-60.00
432	10/07/2024	Room hire July 8th	Payment	Ansty Village Centre Trust	Room Bookings	-33.00	0.00	-33.00
433	08/07/2024	Procurement training	Payment	Mulberry and Co	Miscellaneous Payments	-45.00	-9.00	-54.00
434	08/07/2024	Streetlighting	Payment	WSCC	Streetlighting	-4648.49		-5578.19
435	08/07/2024	June electrics	Payment	EDF	Staplefield Pavilion	-23.81	-1.19	-25.00
436	08/07/2024	June Salaries	Payment	WSCC	Salaries	-3614.80	0.00	-3614.80
437	08/072024	Playground inspection	Payment	GB Sport and Leisure	Playpark inspection	-112.50	-22.50	-135.00

30th June 2024 Bank Reconciliation:

Council name	Ansty and Staplefield Parish Council	
Bank account	Current Acct	
Balance per bank statement at 30/06/2024		78,588.00
TOTAL NET BANK BALANCES AT 30/06/2024		78,588.00
Opening_balance		26,859.00
Total receipts		68,738.53
Total payments		-17,009.53
Total transfers		
Closing balance per cash book (must equal net bank balances above)		78,588.00

Council name	Ansty and Staplefield Parish Council	
Bank account	Deposit Acct	
Balance per bank statement at 30/07/2024		126,160.50
TOTAL NET BANK BALANCES AT 30/07/2024		126,160.50
Opening_balance		125,301.41
Total receipts		859.09
Total payments		
Total transfers		
Closing balance per cash book (must equal net bank balances above)		126,160.50
Total Balances		204,748.50

Signed by Chair of Parish Council meeting 8th July 2024