



## ANSTY AND STAPLEFIELD PARISH COUNCIL

**Councillors are hereby summoned to attend the Meeting of Ansty and Staplefield Parish Council to be held in Staplefield Village Hall on Monday 12th May 2025 at 7:30pm, for the purpose of transacting the following business:**

*Sarah Abellan*

**Sarah Abellan  
Clerk to the Council**

### **AGENDA**

- 1. Election of Chairman** (and Chairman to complete Declaration of Office as appropriate).
- 2. Election of Vice Chairman** (and Chairman to complete Declaration of Office as appropriate).
- 3. The Chair to open the meeting.**
- 4. To agree the Co-option Policy.**
- 5. To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy/vacancies' for Ansty Ward.**
- 6. To receive apologies for absence.**
- 7. Public Session.**  
Ten minutes are available for the public to express a view or ask a question on relevant matters on the agenda. The public are welcome to stay and observe the rest of the meeting.
- 8. To receive declarations of interest in items on the agenda.**
- 9. To agree the minutes of the Parish Council meeting held on 31st March 2025.**
- 10. To receive updates from District and County Councillors.**
- 11. To agree the following roles and responsibilities on the Parish Council:**
  - **Finance Working Group**

- **Staplefield Working Group**
- **Staffing Working Group**
- **Community Grants Working Group**
- **Appointed trustees on Ansty Village Hall Trust**
- **Appointed trustees on Ansty Village Centre CIO**
- **Noticeboards.**
- **Bank signatories.**

**12. Review Standing Orders, Scheme of Delegation, Dispensation Guide and Code of Conduct.**

**13. To consider the following planning applications and any others that arrive before the meeting.**

- DM/25/0761. 6, 9 And 10 Highfields Brighton Road Warninglid Haywards Heath. Proposed creation of a new vehicular access to serve 6, 9 and 10 Highfields
- DM/25/0886. South Meadow Cottage, Brantridge Lane, Staplefield, Haywards Heath. Extension of existing residential property utilising the adjoining property to include internal and external alterations to the existing buildings.
- DM/25/0886. South Meadow Cottage, Brantridge Lane, Staplefield, Haywards Heath. Retrospective planning application for the partial change of use of land to residential paddock area.
- DM/25/0971. Hedgerows, Orchard Way, Warninglid, Haywards Heath. Single storey front extension, single and double storey rear extension, conversion and raising of roof with front and rear dormers.
- DM/24/2165. 103 Barrack Cottages Brook Street Cuckfield Haywards Heath. Proposed detached car port/garage (Arboricultural Details received 23/12 and amended plans received 11/04).
- DM/25/0596. The Old Dairy, Great Thorndean Farm, Slough Green Lane, Warninglid. Vary condition 1 (Approved Plans) of planning permission DM/23/0971 to allow for proposed changes to car part (to be predominantly wood clad and storage to run the length of car port). – **extension denied.**
- DM/24/3091. Stable Block, Borde Hill Garden, Borde Hill Lane, Haywards Heath. Discharge of Conditions 3 and 4 relating to DM/23/3210.
- AP/25/0022. Moonshine Meadow, Cuckfield Road, Ansty, West Sussex. Proposed 5 pitch site for settled gypsy accommodation including vehicular access, each containing mobile home, utility building and parking spaces. **APPEAL.**
- DM/25/0859. Woodcot, Brook Street, Cuckfield, Haywards Heath. Propose to demolish an existing garage and erect a two-storey side extension.

**14. Youth Worker** – Discuss and agree if funding is to be approved.

**15. Staplefield Pavilion.**

- Cleaner.
- Bench/Balustrade.
- Meeting with builder.
- Update – clear out, new lock, hire agreement and booking form.

**16. Mobile Phone.**

**17. Finance**

- Monthly finances - to agree the financial statement including the schedule of payments, the receipts and bank reconciliation.
- Payments approved since last meeting – Asbestos Survey – used a different company which was more than the £270 approved and cost £395.
- VAT return.
- Budget.
- Clerks hours.

**18. AGAR.**

**19. Emails moving to WessexIT.**

**20. Brook Street Layby.**

**21. The Victory Inn – Land outside.**

**22. Update on signs.**

**23. Allotments.**

**24. Noticeboard – Rocky Lane.**

**25. Invitations**

- to meet MP Alison Bennett.
- Bishop of Chichester
- Street surgery Sussex Police

**26. Meetings/events Attended**

- S106
- SSALC
- St Marks VE Day

**27. Minor matters for consideration and items for the next agenda.**

**28. Confirm date and place of next meeting.**