

## **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 12<sup>th</sup> August 2024 at 7:30pm.**

**Members present:** Nuala Hampshire (Chairman), Brad Williams, George Morley, Jon Gilley, Bob Birthwright, James Steadman, Mandi Graves and Maria Fielding.

**Also present:** Laura Mann (Clerk), MSDC Cllr Richard Bates and 2 members of the public.

### **1. Public Session.**

Nick Oakden, a Staplefield resident spoke regarding flooding issues in Staplefield. It was explained that they were experiencing serious road surface water & flooding due to a lack of road drains (just one) from the Stone Court Manor entrance on Cuckfield Road down the hill to the Rose Cottage Lane junction. The water collects on the flat road outside Stonecourt Manor & then races down the hill. The issue is particularly bad when there are flash floods. Ideally a site visit would take place to identify how to route the water into the ditch. It was AGREED that the Parish Council (via the clerk and Bob Birthwright) would raise this with Sussex Highways.

### **2. Apologies for absence.**

Apologies were accepted from Simon Stokes, Heinrich Schmidt, Crispin Salimbeni and Amanda Saunders.

### **3. Declarations of interest in items on the agenda.**

All Councillors have a dispensation for matters concerning the District Plan review. Bob Birthwright declared an interest in point 6b and George Morley declared a member of Staplefield Cricket Club – item 15e.

### **4. Minutes of the Parish Council meeting held on 8<sup>th</sup> July 2024.**

The minutes were AGREED and signed by the Chairman.

### **5. Planning decisions.**

The following planning decisions were noted:

- a. 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. Decision: No Objection
- b. DM/24/1631 | Ash (T1) - fell | 2 Gable Cottages Cuckfield Road Staplefield Haywards Heath West Sussex RH17 6ET No objection
- c. 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 Permitted

- d. DM/24/1395 | Construction of a two storey side extension. | West View Brook Street Cuckfield Haywards Heath West Sussex RH17 5JJ Permitted
- e. DM/24/1364 | Installation of photovoltaic solar panels to the flat roof of existing visitor entrance building. | Borde Hill Garden Borde Hill Lane Haywards Heath West Sussex RH16 1XP Permitted
- f. 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 Permitted
- g. DM/24/0420 | To retain the use of the property known as The Garage Flat as a residential dwelling. | Holmsted Farm House Staplefield Road Cuckfield Haywards Heath West Sussex RH17 5JF Permitted

#### **6. Planning applications.**

- a. DM/24/1713 | Demolition of existing building and replacement with a new building to form a B8 storage unit. | Land Adj. To 2 Tyes Farm Cottages Brantridge Lane Staplefield Haywards Heath West Sussex RH17 6EW Comment: No comment.
- b. DM/24/1709 | Proposal is for the use of the existing building as a C3 residential dwellinghouse following the livery use on the site having ceased | The Old Blacksmiths Cuckfield Road Staplefield Haywards Heath West Sussex RH17 6ET Comment: No objection on the grounds that it is kept in the same curtilage as the residential house. (Bob Birthwright left the room)
- c. 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 and boundary fencing. (Amended plans received 17/07/2024 and 01/08/2024). | Mizbrooks Farmhouse Cleavers Lane Cuckfield Haywards Heath West Sussex RH17 5HZ Comment: submit objection as for previous application.
- d. 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 and boundary fencing. (Amended plans received 17/07/2024 and 01/08/2024). | Mizbrooks Farmhouse Cleavers Lane Cuckfield Haywards Heath West Sussex RH17 5HZ Comment: No comment
- e. DM/24/1690 | Discharge of conditions 5, 6, 8 and 9 relating to planning reference DM/23/3210. | Stable Block Borde Hill Garden Borde Hill Lane Haywards Heath West Sussex RH16 1XP Comment: No comment

#### **7. To consider the following license applications and any others that arrive before the meeting:**

- a. LI/24/0901 Premises Licence Pending Decision Container 5 The Mill Isaacs Lane Haywards Heath West Sussex RH16 4RZ Comment: No comment
- b. LI/24/1065 Premises Licence Pending Decision The Jolly Tanners Handcross Road Staplefield West Sussex RH17 6EF Comment – No comment

#### **8. District Plan Review**

Timings for the review have now been confirmed. MSDC Malcolm Avery had recently circulated the initial response letter from the Planning Inspectorate, Louise Nurser. This letter states that there are areas that need to be tested but that she is progressing with

the production of Matters Issues and Questions. All going well they will move to Stage 1 hearing sessions starting in October. Brad Williams informed the Council that a meeting was planned in late August with Andrew Marsh from MSDC Planning, MSDC Cllr Malcolm Avery, Cuckfield Parish Council, Ansty & Staplefield Parish Council, The Cuckfield Society and SCAG will meet to discuss how best to proceed. It was noted that ASPC will continue to support but not financially. The combined funds to date have been put towards employing a Kings Council. This KC will focus on the fact that the Cuckstye proposed site is not sustainable regardless of any change in numbers.

The new government has indicated housing numbers will be changed in the future and the District Plan being submitted complies against the current housing needs. At the inquiry, developers will have their opportunity to challenge the District Plan. MSDC Richard Bates was invited to speak. He feels positive that the plan has been submitted against the current housing Framework. The numbers could change but we will have to wait and see. It was noted that very few District Plans have been submitted recently. All the housing delivered will ultimately depend on builders delivering houses.

- 9. Review of licensing agreement with Unique Pub Properties.** James Steadman reviewed the current license and the use of the site. Their licence review is due in 2026. It had been noted that additional items have been placed outside the pub (barrels and lighting). It was agreed to remind them in writing that as per the License, they are required to request permission to place items other than tables and chairs on the land.
- 10. To consider starting a Traffic Restriction Order at Sparks Lane, Brook Street.** Nuala Hampshire explained that the junction pulling out of Sparks Lane onto Brook Street is very dangerous. Due to the redundant bus stops becoming laybys, they now have long term parking filling them. It was noted that vehicles are also parking on the green. This results in drivers having to pull out of Sparks Lane onto the road without having clear sightlines. After informal consultation with Sussex Highways, it was suggested that the only option would be to start a Traffic Restriction Order request exploring putting in temporary parking restrictions to avoid vehicles being left continuously. This would be in the form of a local consultation carried out by Highways. For any restrictions to go ahead would require support from the Parish Council, local businesses and residents. It was AGREED to start the request for the consultation.
- 11. To receive and update on the Community Highway Scheme Application.** This item had been included in error on the agenda. No comment.
- 12. To receive updates from District and County Councillors.** MSDC Richard Bates had noticed various issues with access to and maintenance of several footpaths within the Parish boundary. It was noted that this was the responsibility of the County Council and should be reported directly to them. The County send an annual report highlighting the state of them across the parish. Several A&S Parish Councillors report ad hoc when they come across issues. Currently the Parish Council do not spend any precept on improving footpaths.
- 13. To receive an update on the Deaks Lane gates.** Simon Stokes had shared that for the

project to move forward there needed to be a site visit with the Highways accredited company. The site visit with Wilbar Associates, at a cost of £187.50 was approved.

#### **14. 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. Q1, 2024-25 Financial Report was noted
- c. The final payment for Public Work Loan this month was noted.

#### **15. Minor matters and items for the next agenda**

- a. The Ash dieback scheduled works taking place in September was noted. The work is due to take place on the A272 Cuckfield Road, between Ansty and Cuckfield. Works are scheduled for Tuesday 10th September – Wednesday 11th September, 09:30 - 15:30, under multi-way signals.
- b. Monitored trees at Staplefield Common. Trevor Symes had kindly visited the two suspect trees and deemed them in decent condition. They will need looking at again next year.
- c. The salt bin levels have now been confirmed to MSDC for the upcoming winter.
- d. The following updated MSDC Policies: Statement Licencing Policy, Pavement Licensing Policy, Animal Welfare Policy, Taxi Licensing Policy were noted.
- e. Staplefield Cricket Club update. George Morely stated that due to falling numbers Staplefield Cricket Club have had to withdraw from the Saturday league. He felt confident that we should be able to find other Cricket Clubs to use the field for the Saturday League. George also kindly offered to pick up organising the fixtures list on behalf of SCC (as James Ellis has stepped down).
- f. To confirm the locations of the next 6 months meetings. It was AGREED that the meetings should now rotate between the three available locations (Staplefield Village Hall, Haywards Heath Rugby Club and Ansty Village Hall). The Clubhouse should be completed in time for the December meeting.
- g. Staplefield Village - Lower Cuckfield Road Surface Water issue & Flooding (This was covered in the Public Session)
- h. Mandi Graves raised a lack of maintenance on the grass at the front of both Rocky Lane estates. It was felt that this was supposed to be being cut by the County but had possibly dropped off their list. Mandi and the clerk will investigate.
- i. It was noted that the fence surrounding the war memorial in Staplefield was rotten and needed repairing. The clerk will check if this has already been approved and either action or add to the September Agenda.

**MEETING CLOSED.**

## Schedule of receipts and payments

Ansty and Staplefield Parish Council							
Listing of transactions for authorising at Aug 12th Full Council Meeting							
Vouche	Date	Type	Supplier / customer	Account name	Net	VAT	Total
438	18/08/2024	Payment	O2	Equipment and softwar	-11.96	-2.39	-14.35
439	08/07/2024	Receipt	Wivelsfield Parish Council	street lighting	348.63	69.73	418.36
440	15/08/2024	Payment	Beeches Rocky Lane c/o Janella	Grants	-494.74	0.00	-494.74
441	15/07/2024	Payment	Mulberry and Co	Miscellaneous Payment	-45.00	-9.00	-54.00
442	29/08/2024	Payment	WSCC	staff salaries and on co	-2,305.59	0.00	-2,305.59
443	08/08/2024	Payment	EDF Energy	Staplefield Pavilion	-23.81	-1.19	-25.00
444	05/08/2024	Payment	Public Works Loan Board	Public works loan repay	-3,261.53	0.00	-3,261.53
445	12/08/2024	Payment	Mulberry and Co	Miscellaneous Payment	-45.00	-9.00	-54.00
446	12/08/2024	Payment	Laura Mann	Clerk's Expenses	-33.75	-6.75	-40.50
447	12/08/2024	Payment	Moore	External Audit	-420.00	-84.00	-504.00
448	12/08/2024	Payment	ASCH	Room hire July	-40.00	0.00	-40.00

**31<sup>st</sup> July 2024 Bank Reconciliation:**

Council name	Ansty and Staplefield Parish Council	
Bank account	Current Acct	
Balance per bank statement at 31/07/2024		68,811.02
<b>TOTAL NET BANK BALANCES AT 31/07/2024</b>		<b>68,811.02</b>
Opening_balance		26,859.00
Total receipts		69,156.89
Total payments		-27,204.87
Total transfers		
Closing balance per cash book (must equal net bank balances above)		68,811.02
Council name	Ansty and Staplefield Parish Council	
Bank account	Deposit Acct	
Balance per bank statement at 30/07/2024		126,160.50
<b>TOTAL NET BANK BALANCES AT 30/07/2024</b>		<b>126,160.50</b>
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
<b>Total Balances</b>		<b>194,971.52</b>

**Signed by Chair of Parish Council meeting 9<sup>th</sup> September 2024**