



ANSTY AND STAPLEFIELD PARISH COUNCIL

The minutes of the Parish Council Meeting held at Staplefield Village Hall on Monday 10th February 2025 at 7:30pm.

Members present: Maria Fielding, Jon Gilley, Mandi Graves, Nuala Hampshire, Crispin Salimbeni, Amanda Saunders, Simon Stokes (Chairman) and Brad Williams.

Also present: Sarah Abellan (Clerk)MSDC Cllr Malcolm Avery, MSDC Cllr Richard Bates and 5 MoP's.

Meeting started at 7.32pm.

1. Public Session.

4 MoP's were there to support the application for a grant for Staplefield Village Hall. They stated that they had 3 regular hirers for the hall and 1 who rents an upstairs space and in order to attract additional hirers they need to make the building watertight and weatherproof. The grant application to repair the windows is part of a larger plan to bring the hall up to a higher spec and made more comfortable. They have so far completed boiler repairs and refurbished the floor. Regular income other than the above hirer's is from the summer fete on the green. They are finding that they are struggling with external funding as they don't have enough regular hirers to fulfil requirements to fulfil many of the grant conditions.

A second MoP attended to request that the PC object to planning application DM/24/3070. The Old Lodge, Ditton Place, Brantridge Lane, Balcombe. The MoP advised that this is the 3rd application, the first 2 having been rejected and this one showing little or no change to previous applications. Reasons listed include, the description as a field shelter as it is on agricultural land, whilst the design looks closer to a garage which the house currently does not have, the description describes it as single storey, however the larger roof appears particularly dominant with almost 3m of internal height, the proposed height reduces any ancillary appearance, the proposed building is in an elevated position and would still be with the new application. As such the current application would not comply with policies DP12, DP16 and DP26 of the Mid Sussex District Plan, policy AS3 of the Ansty and Staplefield Neighbourhood Plan, the High Weald AoNB Management Plan 2019-2024 and the National Planning Policy Framework. The MoP continued to explain that the applicant states that their application is necessary for the purpose of agriculture, however since the acquisition of the field in April 2021, there has never been any use of the land for agricultural purposes, further evidenced by the elimination of boundaries with the field being laid to lawn and children's play equipment added.

The Chair thanked the MoP's for their contributions.

2. Apologies for absence.

Heinrich Schmidt, George Morley, Bob Birthwright and WSCC Cllr Pete Bradbury.

3. Declarations of interest in items on the agenda.

Cllr Mandi Graves noted that for this meeting she has an interest in planning application DM/24/3133 as a neighbour, Cllr Amanda Saunders has an interest in the grant application by the scouts and lives on the estate for The Beeches grant application. It was agreed that she could remain in the room for The Beeches application as she isn't involved in the application itself, however, would be advised not to comment. Cllr Crispin Salimbeni and Cllr Maria Fielding both declared an interest in the Staplefield Village Hall grant application as members of the trust.

4. Minutes of the Parish Council meeting held on 13th January 2025.

The minutes were AGREED and signed by Cllr Stokes.

5. To receive updates from District and County Councillors. Cllr Malcolm Avery updated council on timings for the devolution. He advised that on Wednesday 5th February 2025, the Government announced that Brighton, East Sussex and West Sussex would become 1 unitary authority under 1 Mayor. Town and Parish Councils won't change, however they may obtain more power. WSCC elections for May 2025 have been cancelled with Mayoral elections to be held in May 2026 and Unitary elections in 2027 where they will work as a shadow authority for a year whilst districts etc get incorporated with the aim to complete the process in 2028. Cllr Fielding asked what will happen to the District Plan as there will no longer be a district and they confirmed that this will still be in place, however they advised that this is no further forward, District have tweaked a couple of bits and the deadline to hear back is in March. They confirmed all planning will also then be done in 1 central office to cover all 3 areas. Cllr Fielding asked if they could shed light on why the our new tax base essentially showed that there is only an increase of 16 tax paying households when district state they are hitting housing targets and we have a lot of new developments in our Parish. Cllr Avery requested that we send the information we received to him so that he could take a look.

6. Planning decisions.

- **DM/24/2072.** Great Thorndean Farm Gables, Slough Green Lane, Warninglid, Haywards Heath. Retrospective application for the change of use of land to mixed use of residential and agricultural and for the construction of a garage/storage building. existing floor plans and elevations of garage building received 16.10.2024 clarifying proposed amendments to roof form and other alterations to garage as constructed. amended plans received 31.10.2024 showing further revisions to roof form of garage and replacement of roller shutter door with side hung timber doors. updated ecological enhancement plan received 04.12.2024 – **REFUSED**
- **DM/23/0904.** Crabtree Copyhold Lane Cuckfield Haywards Heath. Variation of condition no 2 of planning application DM/23/0904 - to allow for design changes - **GRANTED**

7. Planning applications.

- **DM/24/3070.** The Old Lodge Ditton Place Brantridge Lane Balcombe. Proposed single storey field shelter on land adjacent to, and subordinate to, The Old Lodge. The proposal also comprises the addition of native hedging and trees around the proposed shelter and boundary. **Objection as it would not comply with policies DP12, DP16 and DP26 of the Mid Sussex District Plan, policy AS3 of the Ansty and Staplefield Neighbourhood Plan, the High Weald AONB Management Plan 2019-2024 and the National Planning Policy Framework**
- **DM/24/2464.** Five Acres Cuckfield Lane Warninglid Haywards Heath. Demolition of existing house. Construction of new dwelling and garage. New driveway and landscaping (Amended plans received 21.01.2025). **No Objections.**
- **DM/24/2335.** Telecommunications Mast 76745 Borde Hill Lane Haywards Heath West Sussex. The installation of 1 No. 30-metre-high lattice tower mounted with 6 No. antennas, 9 No. cabinets, within a compound comprised of 2.1 metre high chainlink fencing topped with 3 strands of barbed wire, 1 No. electrical metre cabinet, a gabion retaining wall and associated development thereto. (Amended plans and photo montage received 28.01.2025). **No Objections.**
- **DM/24/2868.** Willow Barn Copyhold Lane Cuckfield Haywards Heath. Proposed garage, workshop and garden store ancillary building (Heritage Statement received 21 January 2025). **No Objections.**
- **DM/24/3133.** Parklands House Cedar Avenue Haywards Heath West Sussex. Reduce overhang of Conifers by 2 to 2.2m to car park edge. Minor cutbacks works to the Ash group up to approx 1m to reach the desired line. **No Objections. (Cllr Graves abstained from the discussion).**

8. Update from grant working group on applications. Cllr Williams updated Council on the background to the grant's application scheme and the discussions that have taken place within the grant working group. All grants have been looked at and assessed thoroughly and an updated grant policy sent out prior to the meeting for councillors to review. It was resolved to adopt the updated Grant Policy, Clerk to action. Cllr Williams reminded all councillors of key highlights and the need to be fully transparent, ensure no conflict of interest and have researched and tested all applications. All applicants requesting in excess of £1,000 have attended an interview with the Working Group to discuss their proposals. It was noted that all applications must fit the criteria of being a non-profit, non-commercial entity with a strong preference for match funding. In addition, it is also A&SPC policy that whilst looking after our assets, we support the whole parish where possible.

Working Group Recommendations are as follows.

- a. **Ansty Film Night** – Requested £500 – This is a commercial venture therefore the recommendation is that it cannot be supported by the Parish Council.
- b. **Beeches Residents Management Company** – Requested £7,320 - Due to the application coming from the management company, i.e. a commercial company, this cannot be supported by the Parish Council. However, the council would like to support this if possible and the recommendation is that the PC will ringfence the requested amount to give the residents time to set up their own resident's association with the relevant constitution and bank account and they can then apply directly.

- c. **Brook Street Society** – Requested £2,000 – (Cllr Hampshire left the room for this item). The Brook Street Society have raised £800 towards their project in match funding and it was recommended that the £2000 requested be approved.
- d. **Staplefield Village Hall** – Requested £18,790 – (Cllr Salimbeni and Cllr Fielding left the room for this item). Further information is required from SVH to support their application including most recent accounts and match funding. It was recommended to allow more time for this, have an additional working party meeting to discuss and re-present at the next full council meeting in March.
- e. **Ansty Sports and Social Club** – Requested £11,521.32 – It was recommended to approve this request in full as it will release £35,000 of match funding from the Football Foundation.
- f. **HHRFC** – Requested £18,000 – Further information is required from HHRFC to support their application including most recent accounts and how the grant money would be spent. It was recommended to allow more time for this, have an additional working party meeting to discuss and re-present at the next full council meeting in March.
- g. **Cuckfield Lawn Tennis Club** – Requested £5000 – Although not in the Parish, 15% of their members are from A&SPC and there is no other Tennis Club in the Parish. It was recommended to approve £1000.
- h. **Bolnore Scouts** – Requested £950 – (Cllr Saunders remained in the room, but did not take part in discussion). Although again, not in the Parish, this charitable group run by volunteers do not have groups in every Parish and this has a large intake of children from the Rocky Lane development. It was recommended to approve the full amount requested.

It was agreed to vote on each recommendation, results as follows:-

Ansty Film Night – To refuse - **Unanimous agreement** - **Conclusion** – Resolved to go with the Recommendation.

Beeches Residents Management Company – To ringfence for Residents association to apply directly – **1 Against, 7 For** – **Conclusion** – Resolved to go with the Recommendation.

Brook Street Society – To approve the full amount – **Unanimous agreement** – **Conclusion** – Resolved to go with the Recommendation.

Staplefield Village Hall – To obtain further information before making a decision – **Unanimous Agreement** – **Conclusion** - Resolved to go with the Recommendation.

Ansty Sports and Social Club – To approve the full amount requested – **1 Against, 7 For** – **Conclusion** - Resolved to go with the Recommendation.

HHRFC - To obtain further information before making a decision – **Unanimous Agreement** – **Conclusion** - Resolved to go with the Recommendation.

Cuckfield Lawn Tennis Club – To approve £1000 - **2 against, 6 for** – **Conclusion** - Resolved to go with the Recommendation.

Bolnore Scouts – To approve the full amount requested - Unanimous agreement – Conclusion – Resolved to go with the Recommendation.

Cllr Mandi Graves asked for an update on the noticeboard for the Cedar Lane Development, Rocky Lane. The Clerk advised that having looked into it, the noticeboard grant that was discussed, was due to come from S106 funds. S106 funds can only be used for a noticeboard if it is owned and maintained by the Parish Council. The Clerk advised that having further looked into it, planning permission was obtained to put the noticeboard on the main road, next to the bus shelter, therefore the S106 grant cannot be used for the noticeboard on the Cedar Lane development. The Clerk also advised that moving forward, grants can only be provided for schemes that benefit a large section of the community, therefore the Rocky Lane development would have to apply for a grant that would benefit them all, not just one section of the development, for example, when grit bins and the bus shelter have been provided.

9. Brook Street Sign – Cllr Stokes advised Council that when he and the Clerk did a walk round a few weeks ago, they noted that the sign and noticeboard in Brook Street were slightly unstable. The Clerk had somebody lined up to look at them both, however in the recent storms, the sign has unfortunately succumbed. The Clerk is still due to meet the contractor on Wednesday 12th and will report back in March.

10. Cuckfield Office – Cllr Stokes advised that part of the devolution process will see a bit more co-operation with neighbouring parish councils. In addition, we have no base as a council, including where post is sent to, where to store files (both currently being at the clerks address) and no office to meet people. Although not something likely to happen in the immediate future, Cllr Stokes requested permission to discuss renting a space in their premises to see if it's a possibility and if so, what costs would we be looking at. It was agreed for Cllr Stokes to look into.

11. Flooding – Cllr Birthwright was to present, however is absent due to sickness. Item to move to March agenda.

12. Finance

- **Monthly finances** - Monthly finances. The financial statement including transactions since the last meeting were AGREED and signed by the chairman. The bank statements for the Current account was noted and signed. The Clerk explained that the reconciliation didn't take place for the current account as there was a discrepancy between the accounts and the bank account. Deposit account reconciliation was signed. The Clerk to look into and rectify the current account discrepancy.
- **Councillor Allowances** – The Clerk has yet to have a response to what the recommended amount is. It was agreed that if no response was forthcoming, to go with last year's amounts.
- **Signatories** – Cllr Williams, Cllr Graves and Cllr Saunders agreed to be added. Cllr Gilley had a request from Unity Bank to update his details to remain a signatory. He has declined to do this and would prefer to be removed. Clerk to action.

13. Interim Audit – This is booked for 28th February. The Clerk will be focussing on this in the leadup to the audit.

14. Staplefield

- **Cricket Pitch** – Cllr Birthwright was due to update on ID Verde meeting. Moved to next meeting.
- **Staplefield Pavillion** – Cllr Hampshire updated on the walk round by herself, Cllr Saunders, Cllr Stokes and the Chair. She advised that it was beneficial to do a walk round whilst it was not in use and that it needs money spending on it. Cllr Stokes also advised that it had been discussed that there was a need for the locks to be changed as we don't have track of who has keys. Then we can give the keys out to the relevant parties and maintain a key log. The Clerk advised that Castle Water have been asking for a meter reading but she has been unable to locate the meter.
- **Benches and Finger Posts** – A resident has emailed in with photographs of a bench and fingerpost in need of repair. It was agreed to look into the finger post at a later meeting to give the Clerk more time. The Clerk will get the contractor to look at the bench when they look at the sign and noticeboard in Brook Street.
- **Staplefield Park** – The Clerk advised that in addition, she is also getting quotes to look into the drainage issues at the park and will update at a later meeting.

15. Update on Meetings and Events Attended

- MSALC 21st January/ WSALC – Cllr Stokes attended both meetings which were similar and both chaired by Trevor Leggo. An update was sent round to councillors prior to the meeting.
- Cuppa with a Copper is a new event happening locally, the next one being held in Haywards Heath on 25th February between 2pm-4pm. Cllr Stokes and Cllr Graves to attend.

16. Minor matters for consideration on the next agenda. B2114 leak – traffic lights are still in place and no work is being done, Cllr Fielding requested an update. Further to James Steadman resigning as a Parish Councillor, the PC need another appointee on the AVHT, alongside Cllr. Morley, and it was agreed we would send various PC representatives for future meetings until a permanent arrangement is made. Cllr Graves reported that although not an agenda item, she wanted to advise that the road widening was now happening and confirmed for 9th June. Council would like to thank Dhana Mahendran for all her efforts to get this done over the last few years. Cllr Gilly reported that the new Youth Worker has now officially started and Jon had suggested that he attend a meeting to meet the council.

17. Parish Council Meetings – Discuss when and where the Parish Council meetings are to be held in 2025. Confirm date and place of next meeting. Cllr Stokes updated that he and the Clerk had been to have a look at the Ashenground Centre as agreed at the last meeting. They have offered a great rate and can accommodate our bookings for the year which means we can now hold a meeting every quarter near the Rocky Lane Development. Cllr Fielding wanted it minuting that she is in disagreement with this as the centre is not within our Parish. The 3 meetings are now being held in rotation with Haywards Heath Rugby Football Club (pending confirmation or rate), Staplefield Village Hall and Ashenground Community Centre. Clerk to circulate. Next meeting confirmed as 10th March

in Ashenground Community Centre at 7.30pm. It was also agreed to hold the April meeting on 31st March instead of 14th April as she is on annual leave.

MEETING CLOSED AT 9.15PM. DRAFT MINUTES SUBJECT TO CONFIRMATION

Schedule of payments and receipts

Ansty and Staplefield Parish Council					
Bank account: Current Acct					
Date range: 14/01/2025 to 10/02/2025					
Date	Supplier / Customer	Description	Receipt	Payment	Balance
	Opening balance b/fwd			89,663.82	
08/02/2025	Parish Online	Overpayment refund	60.00		89,723.82
10/02/2025	Sarah Abellan	Expenses		20.43	89,703.39
10/02/2025	Sarah Abellan	SLCC Membership		255.00	89,448.39
10/02/2025	Staplefield Village Hall	Full Council Meeting 10th Feb 25		33.00	89,415.39
10/02/2025	Staplefield Village Hall	Budget Meeting 6th February 25		11.00	89,404.39
10/02/2025	Castle Water	January usage to go out 20th Feb		13.40	89,390.99
10/02/2025	Ansty Sports and Social Club	Grant Meeting 9th Dec 2024		10.00	89,380.99
10/02/2025	Ansty Sports and Social Club	Budget Meeting Room Hire 22nd Ja		20.00	89,360.99
10/02/2025	EDF Energy	Electricity		25.00	89,335.99
10/02/2025	WSCC	January Salaries		2,922.22	86,413.77
10/02/2025	Wessex IT	Feb IT Support		35.74	86,378.03
10/02/2025	Wessex IT	IT Support March		35.74	86,342.29
10/02/2025	Unity Trust	Jan Charges		7.35	86,334.94
10/02/2025	Scottish Water	Water		58.35	86,276.59
10/02/2025	O2	Mobile Phone Feb		14.35	86,262.24
10/02/2025	Unity Trust	January Bank Charges		7.65	86,254.59

Transactions

Ansty and Staplefield Parish Council						
Listing of transactions dated between 14/01/2025 and 10/02/2025						
Voucher	Date	Description	Supplier / customer	Net	VAT	Total
517	08/02/2025	Overpayment refund	Parish Online	60.00	0.00	60.00
518	10/02/2025	Mobile Phone Feb	O2	-11.96	-2.39	-14.35
519	10/02/2025	Water	Scottish Water	-58.35	0.00	-58.35
520	10/02/2025	Jan Charges	Unity Trust	-7.35	0.00	-7.35
521	10/02/2025	IT Support March	Wessex IT	-29.78	-5.96	-35.74
522	10/02/2025	Feb IT Support	Wessex IT	-29.78	-5.96	-35.74
523	10/02/2025	January Salaries	WSCC	-2,922.22	0.00	-2,922.22
524	10/02/2025	Electricity	EDF Energy	-23.81	-1.19	-25.00
525	10/02/2025	Budget Meeting Room Hire 22nd Jan	Ansty Sports and Social Club	-20.00	0.00	-20.00
526	10/02/2025	Grant Meeting 9th Dec 2024	Ansty Sports and Social Club	-10.00	0.00	-10.00

527	10/02/2025	January usage to go out 20th Feb	Castle Water	-13.40	0.00	-13.40
528	10/02/2025	Budget Meeting 6th February 25	Staplefield Village Hall	-11.00	0.00	-11.00
529	10/02/2025	Full Council Meeting 10th Feb 25	Staplefield Village Hall	-33.00	0.00	-33.00
530	10/02/2025	SLCC Membership	Sarah Abellan	-255.00	0.00	-255.00
532	10/02/2025	Expenses	Sarah Abellan	-20.43	0.00	-20.43
533	10/02/2025	January Bank Charges	Unity Trust	-7.65	0.00	-7.65

Reconciliation for Deposit Account signed by Chair at meeting 10th Feb 2025

Ansty and Staplefield Parish Council

Details of bank reconciliation dated 10/02/2025 for Deposit Acct

Date	Type	Reference	Supplier / customer	Description	Amount
Opening statement balance					127034.98
Reconciled transactions					
31/12/2024	Receipt		Unity Trust	Credit Interest	850.79
Reconciled Balance					127885.77