

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 14th October 2024 at 7:30pm.

Members present: Simon Stokes (Chairman), Brad Williams, George Morley, Heinrich Schmidt, Jon Gilley, Bob Birthwright, Amanda Saunders and Maria Fielding.

Also present: Laura Mann (Clerk), MSDC Cllr Malcolm Avery, MSDC Cllr Richard Bates and 1 member of the public.

1. Public Session.

Reverend Valentine outlined a Youth Service initiative, arising through a perceived lack of opportunity to engage with the youth demographic in the area. He is looking to appoint a full time Youth worker, employed by the Church but supported financially in part by both Cuckfield PC and ASPC. The Council was reassured that all premises and safeguarding policies would be robust. The financial amount being requested is a contribution of £5,200 across two years, contributing to the salary. The 'service' will be delivered in the form of a Youth café, restarting in the old school. Currently advertising the position, they hope to get it up and running from the first quarter of 2025.

2. Apologies for absence.

Apologies were accepted from Mandi Graves, Crispin Salimbeni and James Steadman.

3. Declarations of interest in items on the agenda.

No new DOIs were declared.

4. Minutes of the Parish Council meeting held on 9th September 2024.

The minutes were AGREED and signed by Simon Stokes.

5. To consider the recruitment of a Community-Based Youth and Children's Worker in partnership with Holy Trinity Church to help improve provision for youth and children in the area. Councillors expressed the need to demonstrate consistency in the council's approach to items relating to Church based requests. They requested clarity on the defined catchment of the service. It was noted that the request was for a general Youth provision and that the catchment extended beyond the parochial church boundary. In principle the Council supported the proposal and would consider the request for financial support. Jon Gilley offered to liaise with Rev. Valentine to determine the next steps for the scheme.

6. To receive updates from District and County Councillors. MSDC are now focused on the District Plan hearings starting the following week. The planning inspectorate hearings will be held over a 2-week period. 'Cuckstye' interested parties have created a rota for attendance in the public gallery, with the barrister 'on call' should the need arise. The local Cuckstye public meeting, had been very well attended with 100 or so attendees.

7. Planning decisions.

The following planning decisions were noted:

- 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 – Approved

- 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 – Refused
- 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 and boundary fencing. (Amended plans received 17/07/2024 and 01/08/2024). | Mizbrooks Farmhouse Cleavers Lane Cuckfield Haywards Heath West Sussex RH17 5HZ – Permitted
- 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 and boundary fencing. (Amended plans received 17/07/2024 and 01/08/2024). | Mizbrooks Farmhouse Cleavers Lane Cuckfield Haywards Heath West Sussex RH17 5HZ – Permission
- e. **DM/24/0832** | Proposed single-storey side extension with a roof deck at first-floor level which links back to the Clubhouse and the erection of two full-sized padel courts and a singles padel court with a tensile fabric canopy. | HHRFC Clubhouse Whitemans Green Cuckfield West Sussex RH17 5HX Permitted
- f. **DM/23/3014** | Discharge 3 ,5, 7 and 9 in relation to DM/22/2967. | The Old Vicarage Brantridge Lane Staplefield Haywards Heath West Sussex RH17 6EN – Permitted
- g. **DM/23/1400** | Demolition of existing commercial buildings and the erection of a replacement building. | Brook Street Garage Brook Street Garage Forge Works Sparks Lane Cuckfield Haywards Heath West Sussex RH17 5JP – Permitted.

8. Planning applications.

- a. **DM/24/2359** | Conversion of building into a prep kitchen and bakery, with associated external and internal alterations. | Sugworth Barn Units Borde Hill Lane Haywards Heath West Sussex Comment: No comment.
- b. **DM/24/2358** | Conversion of building into a prep kitchen and bakery, with associated external and internal alterations. | Sugworth Barn Units Borde Hill Lane Haywards Heath West Sussex Comment: No comment.
- c. **DM/24/2335** | 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. | Telecommunications Mast 76745 Borde Hill Lane Haywards Heath West Sussex RH16 1XP Comments: Telecoms blackspot. Sited by the train line. Nuala had not heard of any objections.
- d. **DM/24/2423** | Erection of shed for the keeping of a donkey | Great Thorndean Barn Slough Green Lane Warninglid Haywards Heath West Sussex RH17 5SL No comment.
- e. **DM/24/2175** Proposed 5 pitch site for settled gypsy accommodation including vehicular access, each containing mobile home, utility building and parking spaces. Moonshine Meadow Cuckfield Road Ansty West Sussex. Comment: This was just outside the Parish boundary. Action - Submit objection and inform the District Councillor for that Ward and Parish Council.

9. To note the District Plan update. This had been covered earlier in the meeting.

- 10. To receive an update on the licensing agreement with Unique Pub Properties.** A letter has been sent on to the Licence Holder requesting that in future they request permission from the Parish Council should they want to make any changes that put them in breach of the License held.
- 11. To receive an update on the Staplefield pavilion plan.** The pavilion technical plans need to be checked, the specification of work outlines and then the work will be put out to tender.
- 12. To discuss progress on securing cricket fixtures in 2025 at Staplefield.** George had been in contact with the Sussex Cricket League. It was his understanding that Hindu Unity is likely to continue, and that Crawley Superkings is also interested in using the field. The existing clubs were hopefully going to continue using the pitches.
- 13. To receive an update on the Deaks Lane gates and signage.** Simon met with some of the residents to update them on progress and the alternative plan for Deaks Lane. Although satisfied with the plan, they would like to install BHS signage on their own land. Simon stated this would be ok if they didn't put them on W.Sussex Highways land. In the future there was the possibility to commission a traffic survey. This would provide evidence regarding the type, volume and speed of traffic using the lane.
- 14. To receive any recommendations from the Capital Grants Working Party. At the recent meeting the working party had discussed and proposed the following:** Change the name to Community Grants Project; use the same criteria from 2023-24; Increase the total grant pot to £50K (this was possible as the Parish Council holds GPC). The Grant application forms will be issued and advertised as soon as possible, with a deadline of requests to be received by 1st December. This allows the Working party to make recommendations to the whole Council in January 2025.
- 15. To receive an update on the community noticeboard at Rocky Lane and to consider the Wychwood-Park flyers request.** The noticeboard design needs to be confirmed and ordered. The clerk has now sourced someone to install it. It was agreed that the cost of household flyers for Wychwood-Park website (£41.69) would be reimbursed to Heinrich.
- 16. To agree the dates and locations of meetings in 2025.** The meeting dates were agreed for 2025. There will be a rotation between the Haywards Heath RFC, Ansty Community Centre and Staplefield Pavilion on the second Monday of every month. It was agreed that the Parish Council would accept the offer of 10 hours for the price of 9 (£90) for ad hoc meetings. These could be used for all Council business but would need to be booked through the clerk.
- 17. To receive a report of the condition of footpaths 104CR, 99 and 70**
Jon had contacted SROW regarding the state of footpaths 99 and 70. The ranger having inspected them agreed they needed attention and will contact the landowners to remove fallen trees along the path. Amanda had concerns regarding footpath 104CR. It was a stream of mud and needed attention. Jon and Amanda will liaise regarding the best contact for action.

18. 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. The current year to date budget and expenditure for 2024-25 (Q1-2) was reviewed, approved and signed by Simon Stokes.

19. Minor matters and items for the next agenda

- a. To consider the West Sussex Highway Network Management Plan Consultation. No comments were made, no action.
- b. To note the Remembrance Wreath to be presented. It was agreed that Bob will lay the wreath this year at the service. Clerk will arrange delivery.
- c. To confirm attendees at ESALC & WSALC Conference on 4th November 2024, Brighton. No one was able to attend this event.
- d. To discuss the Cuckfield Road, Staplefield speeding status. It was agreed that there is still an issue with cars speeds. It was suggested that the SID data be downloaded from Staplefield and shared with the PCSO. Clerk will provide the data.
- e. To discuss progress on fingerpost signage repairs across the parish. The clerk will identify the information from the previous work on this. There was a specific complaint regarding a sign on Copyhold Lane. Nuala had contacted them directly to identify where the damaged post was but had not yet been responded to. The ones she had found were not in the Parish. Clerk to enquire as to the actual location.

MEETING CLOSED.

Schedule of receipts and payments

Ansty and Staplefield Parish Council Monthly Finances: 14th October 2024 Transactions for approval*

Ansty and Staplefield Parish Council								
Listing of outstanding transactions dated between 17/09/2024 and 31/03/2025								
Voucher	Date	Description	Type	Supplier / customer	Account name	Net	VAT	Total
448	13/10/2024	July meetings	Payment	Ansty Sports and Social Clu	Room Bookings	-40.00	0.00	-40.00
459	30/09/2024	September payment of precept	Receipt	MSDC	Parish Precept	61,489.00	0.00	61,489.00
460	30/09/2024	Sept Service charge	Payment	Unity Trust	Bank Charges	-23.25	0.00	-23.25
461	17/09/2024	Sept water	Payment	Castle Water	Staplefield Pavilion	-9.05	0.00	-9.05
462	26/09/2024	Annual insurance 2024-25	Payment	Gallagher	Insurance	-1,902.70	0.00	-1,902.70
464	09/10/2024	Masterplan objection	Payment	velocity	District Plan/Cuckstye	-2,170.00	-434.00	-2,604.00
465	09/10/2024	battery charger for speed ca	Payment	Westcotec Ltd	Equipment and software	-70.50	-14.10	-84.60
466	09/10/2024	September salaries	Payment	WSCC	staff salaries and on costs	-2,305.59	0.00	-2,305.59
467	09/10/2024	Replacement Loo seat Pavilio	Payment	George Morley cllr	Staplefield Pavilion	-28.30	-5.67	-33.97
468	09/10/2024	SVH Sept	Payment	Staplefield Village Hall	Room Bookings	-22.00	0.00	-22.00
469	09/10/2024	HF Bronze Subs website	Payment	Hugofox Ltd	Equipment and software	-119.88	-23.98	-143.86
470	21/10/2024	Sept water	Payment	Castle Water	Staplefield Pavilion	-8.44	0.00	-8.44
471	09/10/2024	Sept Oct expenses	Payment	Laura Mann	Clerk's Expenses	-27.00	0.00	-27.00
472	08/10/2024	Sept elect pavilion	Payment	EDF Energy	Staplefield Pavilion	-23.81	-1.19	-25.00
463	30/09/2024	Sept interest	Receipt	Unity Trust	Bank Interest	874.48	0.00	874.48
473	18/10/2024	Sept mobile	Payment	O2	Mobile phone	-11.96	-2.39	-14.35

Bank Reconciliations for September 2024

Council name	Ansty and Staplefield Parish Council
Bank account	Current Acct
Balance per bank statement at 30/09/2024	116,924.37
TOTAL NET BANK BALANCES AT 30/09/2024	116,924.37
Opening_balance	26,859.00
Total receipts	131,381.19
Total payments	-41,315.82
Total transfers	
Closing balance per cash book (must equal net bank balances above)	116,924.37
Bank account	Deposit Acct
Balance per bank statement at 30/09/2024	127,034.98
TOTAL NET BANK BALANCES AT 30/09/2024	127,034.98

Opening_balance	125,301.41
Total receipts	1,733.57
Total payments	
Total transfers	
Closing balance per cash book (must equal net bank balances above)	127,034.98
Total Balances	243,959.35

Signed by Chair of Parish Council meeting 11th November 2024