



ANSTY AND STAPLEFIELD PARISH COUNCIL

The minutes of the Parish Council Meeting of Ansty and Staplefield Parish Council held in Ansty Village Hall on 9th December 2024 at 7:30pm.

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

Also present: Sarah Abellan (Clerk), MSDC Cllr Malcolm Avery, MSDC Cllr Richard Bates and WSCC Cllr Pete Bradbury.

1. Public Session.

No members of the public in attendance.

2. Apologies for absence.

Cllr Stokes announced that he had received written confirmation of James Steadman's resignation with immediate effect. Ansty and Staplefield Parish Council would like to take the opportunity to thank Cllr Steadman for many years of hard work and dedication to ASPC, in particular with his interest in leases. Cllr Steadman has been a big asset for the council over many years and ASPC would like to wish him well for the future.

3. Declarations of interest in items on the agenda.

No new DOIs were declared.

4. Minutes of the Parish Council meeting held on 11th November 2024.

The minutes were AGREED and signed by Cllr Stokes.

5. To receive updates from District and County Councillors. Cllr Malcolm Avery gave an update on the district plan and that they had requested a response to AP018 by Parish Councils. Cllr Stokes advised that he and Andy Burton had also put together a response in support of the spacial strategy by MSDC. ASPC requested that some dialog be set up mid-January 2025 to receive a further update. Cllr Bates updated council that there is a Full District Council Meeting this Wednesday 11th December. Cllr Bradbury advised that a strategic traffic assessment will be taking place in Cuckfield in 2025 and that he wants a broad range of input from residents/business/parish councils etc. It is unknow at the moment what format this will take. He also advised that they are awaiting the Local Government Settlement, though barring any surprises, should be able to present the budget with no service cuts. Cllr Bradbury also mentioned that the Government are about to publish a consultation paper on a devolution deal. This could potentially mean Sussex becoming a unitary council with an elected mayor.

6. Planning decisions.

- DM/24/2527 Nutbourne 6 Deaks Paddock Ansty Haywards Heath West Sussex RH17 5GW - A new obscured opening window for the existing bathroom. Decision – **Approved**.
- DM/24/2032 Ditton Place, Brantridge Lane, Balcombe, West Sussex. Openreach are

proposing to install fibre-optic broadband infrastructure into Ditton Place, this will involve installing fibre cables in the basement area of Ditton Place utilising the existing cable routes/trays. Further cabling will be carried out in the communal upper floor areas using InvisiLight cabling (which is 2mm in diameter), this is glued to the skirting and or picture/dado rail to minimise the visual impact. Where possible the cable will be completely hidden behind the existing panelling. Decision – **Approved**.

- DM/24/0433 Borde Hill Garden Borde Hill Lane Haywards Heath West Sussex RH16 1XP. Visitor and community hub, outdoor learning and adventure playground, community growing area and historic botanical propagation polytunnels, new and improved access and connectivity infrastructure, wider landscaping and biodiversity enhancements and associated works. AMENDED PLANS received 28th May 2024 revising position of southern pay kiosk and bike parking, clarification on surface material, amendments to the eco lodge, removal of play equipment in Spring Copse, submission of Flood Risk Assessment and response and revisions to ecology / BNG. Additional information and amended plans received 18th and 30th July and 14th August in respect of a Water Vole Method Construction Statement, changes to the location of the southern pay kiosk to the south park and also a biodiversity enhancement layout plan and bat species response. Decision - **Granted**

7. Planning applications.

- DM/24/2790 14 Buckeridge Way Haywards Heath West Sussex RH16 4XQ. Proposed garage conversion and internal alterations. **Comment:** No objections.
- DM/24/2748 6 Thorndean Drive Warninglid Haywards Heath West Sussex RH17 5SX. Oak Tree (T1) - Reduce by 3m and remove two lower branches. **Comment:** No comment.
- DM/24/1644 The Old Woodyard Slaugham Road Staplefield Haywards Heath West Sussex RH17 6AP. Proposed change of use from a disused rural building to a dwelling. To include internal and external alterations to the existing building. **Comment:** No objections.
- DM/24/2868 Willow Barn Copyhold Lane Cuckfield Haywards Heath West Sussex RH17 5ED. Proposed garage, workshop and garden store ancillary building. **Comment:** No objections.
- DM/24/2072 Great Thorndean Farm Gables, Slough Green Lane, Warninglid. 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. **Comment:** No objections.
- DM/24/1585 Stanbridge Industrial Park Staplefield Lane Staplefield West Sussex RH17 6AS. Redevelopment of two storage barns, to provide a new office building. **Comment:** No objections.
- DM/24/2971 Brook Street Garage Brook Street Garage Forge Works Sparks Lane Cuckfield Haywards Heath West Sussex RH17 5JP. Discharge of conditions 3, 4, 5, 8 and 9 relating to planning application DM/23/1400. **Comment:** No comment.
- DM/24/2958 Holmbush Farm Isaacs Lane Haywards Heath West Sussex RH16 4RY. Engineering works to create a clean water storage lagoon to provide off mains drinking water for the cattle housed at the unit. Works include the excavation and stockpiling of topsoil and carrying out of cut and fill operations to create the lagoon. The stored topsoil will be spread over the area of the works. **Comment:** No objections.

- DM/24/2974 Land At Highfields Brighton Road Warninglid West Sussex. Discharge of Condition 2, in regards to DM/23/3133. **Comment:** No objections.

8. AP018 Consultation Response. This had been covered earlier in the meeting.

9. To consider the quotes for the ASPC Grass contract and agree who to award the contract to for 2025 onwards. In addition, discuss the proposal put forward at the November meeting to invest in a roller and mower for volunteers to use. Cllr Morley has calculated the costs for purchasing mowers/rollers and all associated costs this would involve. It was agreed that this was prohibitive. However, he feels that it would be beneficial to the pitch, to fully renovate at the end of the season and do pre-season rolling. The additional work carried out would cost between £12000-£15000 to cover costs of materials and hiring machinery and they would look at possibly applying for a grant for this. The contracts were reviewed prior to the meeting and it was agreed to continue with ID Verde. Clerk to contact those that quoted to advise of the outcome.

10. Ansty Village Green/Brook Street Village Green – Council to discuss and decide whether to look into adopting the land as they have maintained it for so many years. Cllr Stokes updated the council on the history of Ansty green, when for the Jubilee in 1977 a sign was put up by ASPC and since then additions including noticeboards, signs, a footpath and a bus shelter. ASPC have maintained the green during this time. Cllr Hampshire updated the council on the Brook Street green which has been maintained by volunteers for many years and ASPC have a bench and sign on this land. ASPC would like to take ownership of Ansty Green as it has been maintained and used by ASPC for so long and Brook Street to try and help with the speeding issues, to allow planting/fencing to make it look more like the entrance to a residential area. It was agreed to look into how this can be done, what our liabilities would be and what costs it would involve. Clerk to action.

11. Street Lighting. Cllr Hampshire advised that Brook Street residents would like more street lighting to again, remind speeding motorists that they are entering a residential area. Clerk to look into how this can be done and costs involved.

12. Staplefield Pavillion. The working group updated councillors that professional drawings were needed for the refurbishment. George to send what he has to the Clerk to enable her to source somebody. Cllr Stokes and the Clerk also advised that a fridge for the Jolly Tanners team had been put in and was full of items that needed to be looked at/removed. There is also a broken fridge that needs removing, a broken window upstairs and a leak in the men's toilet. Cllr Morley advised he would deal with the fridges and turn the water off. Clerk to look into the plumber in the new year when there is further information on the refurbishment.

13. Allotment – to discuss suggestion by Rocky Lane resident. It was discussed at length and agreed to try and find some suitable land to provide an allotment plot. The council do not own any suitable land, therefore would need to purchase or rent some. Councillors and Clerk to all look into various options and report back.

14. Update from grant working group on applications. Councillor Williams updated Council on the grant working groups discussions prior to the meeting. It was agreed that further financial information was required from each applicant. Therefore, allowing for Christmas and time to review the applications, it was suggested that this item would be moved to the February or March agenda once the working group had had time to meet again to review. Agreed by Full Council to defer.

15. Finance

- 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.
- The bank mandates to remove Liz Bennett and add Sarah Abellan were signed.
- Budget Report and update on meeting held 5th December 2024 – this was not discussed, Cllr Williams to update councillors on Finance Working Groups recommendation for precept and will be added to the January agenda.
- Update on Cuckstye ringfenced funds – moved to the January agenda.
- Laptop and IT support – Due to the issues with the laptop, A new laptop has been purchased, along with IT support with WessexIT which includes backup and anti-virus protection. Costs are as follows:
 - £29.78 +VAT – IT Support (monthly, first payment covers 2 months)
 - £4.60 +VAT – Office 365 Backup (Covers OneDrive files & Teams chats)
 - £4.00 +VAT – Sophos Anti-Virus License –Kind regards
 - £693.40 +VAT – Laptop replacement
 - £190.00 +VAT – Laptop setup labour
 - £60.00 +VAT – Laptop 3 year warranty expansion
 - SLCC Membership – moved to January meeting.

16. Confirm Working Groups Members. Finance – Cllr’s Brad Williams, Crispin Salimbeni, Heinrich Schmidt and Simon Stokes. Grants – Cllr’s Brad Williams, Jon Gilley, Nuala Hampshire, Crispin Salimbeni, Amanda Saunders and Simon Stokes. Staplefield – Cllr’s Bob Birthwright, George Morley and Brad Williams.

17. GPOC – update for councillors. Cllr Stokes updated councillors that in our annual meeting next year, we will have to declare that we have lost our GPOC status, due both to not having a CILCA qualified clerk and now not having the correct number of elected councillors. Until then, anything already started can continue, however we cannot start anything new. Steps are being taken for the clerk obtain her CILCA and hopefully at the next elections we will be able to obtain it once more.

18. Confirm attendance at the Christmas Meal. There are 10 attending this years Christmas Meal being held Wednesday 11th December.

19. Minor matters for consideration on the next agenda. Cllr Gilley advised there would hopefully be an update on the youth worker appointment as it was now down to 1 applicant. Cllr Schmidt requested that grit is provided for the salt bins on Rocky Lane. Cllr Schmidt to check how much is required and advise the Clerk. Cllr Fielding asked the Clerk to contact highways as the repairs made in Staplefield to repair the leak haven’t worked and it’s still leaking. Clerk to action.

20. Confirm date and place of next meeting. The meeting is due to take place at HHRFC, however this has not yet been confirmed by the Club. The Clerk to book an alternative as a back up and advise the council accordingly. The next date is Monday 13th January 2025.

MEETING CLOSED AT 9PM. DRAFT MINUTES SUBJECT TO CONFIRMATION

Schedule of receipts and payments made in November 2024

Payments

Ansty and Staplefield Parish Council					
Bank account: Current Acct					
Date range: 12/11/2024 to 09/12/2024					
Date	Supplier / Customer	Description	Payment	Balance	Date reconciled
	Opening balance b/fwd		111,957.65		
14/11/2024	Heinrich Schmidt	Wychwood Park Flyers	41.69	111,915.96	30/11/2024
18/11/2024	O2	electricity	14.35	111,901.61	30/11/2024
19/11/2024	Castle Water	Water	8.64	111,892.97	30/11/2024
28/11/2024	WSCC	Staff salary Oct	2,305.59	109,587.38	30/11/2024
30/11/2024	Unity Trust	Service Charge Nov 24	7.80	109,579.58	30/11/2024
09/12/2024	O2	Mobile Phone November	14.35	109,565.23	09/12/2024
09/12/2024	GB Sports and Leisure	Park Inspection	135.00	109,430.23	09/12/2024
09/12/2024	Sarah Abellan	Printer	199.99	109,230.24	09/12/2024
09/12/2024	IdVerde	Annual Invoice 2024	11,183.17	98,047.07	09/12/2024
09/12/2024	WSCC	November Pay	685.29	97,361.78	09/12/2024
09/12/2024	EDF Energy	Electricity November	25.00	97,336.78	09/12/2024
09/12/2024	Laura Mann	November Expenses	27.00	97,309.78	09/12/2024
09/12/2024	Sarah Abellan	November Expenses	33.35	97,276.43	09/12/2024
09/12/2024	Castle Water	Water Staplefield Pavillion Nove	8.44	97,267.99	09/12/2024

Transactions presented for approval

Reconciled transactions				
09/12/2024	Payment	Sarah Abellan	November Expenses	-33.35
09/12/2024	Payment	Laura Mann	November Expenses	-27.00
09/12/2024	Payment	EDF Energy	Electricity November	-25.00
09/12/2024	Payment	WSCC	November Pay	-685.29
09/12/2024	Payment	IdVerde	Annual Invoice 2024	-11183.17
09/12/2024	Payment	Sarah Abellan	Printer	-199.99
09/12/2024	Payment	GB Sports and Leisure	Park Inspection	-135.00
09/12/2024	Payment	O2	Mobile Phone November	-14.35
09/12/2024	Payment	Castle Water	Water Staplefield Pavillion Nove	-8.44

Bank reconciliations for November 2024

Ansty and Staplefield Parish Council

Bank account: Current Acct Reconciliation as at: 09/12/2024

Balance per bank statement at 09/12/2024	97267.99
TOTAL NET BANK BALANCES at 09/12/2024	97267.99
The total net balances reconcile to the Cash Book (receipts and payments) as follows	
Opening balance at 01/04/2024	26859.00
Total receipts	132077.79
Total payments	-61668.80
Total transfers	-
Closing balance per cash book as at 09/12/2024 (must equal net bank balances above)	97267.99

Ansty and Staplefield Parish Council

Bank account: Deposit Acct Reconciliation as at: 09/12/2024

Balance per bank statement at 09/12/2024	127034.98
TOTAL NET BANK BALANCES at 09/12/2024	127034.98
The total net balances reconcile to the Cash Book (receipts and payments) as follows	
Opening balance at 01/04/2024	125301.41
Total receipts	1733.57
Total payments	-
Total transfers	-
Closing balance per cash book as at 09/12/2024 (must equal net bank balances above)	127034.98

Signed by Chair of Parish Council, meeting 12th January 2024