

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 10th June 2024 at 7:30pm.

Members present: Brad Williams (Chairman), Bob Birthwright, Crispin Salimbeni, Nuala Hampshire, Amanda Saunders, Heinrich Schmidt, Jon Gilley, George Morley, Simon Stokes.
Also present: Laura Mann (Clerk), MSDC Richard Bates and no members of the public.

- 1. Resignation of Chairman.** Brad Williams resigned from Chair after 11 years. He steps down but remains on the Parish Council.
- 2. Election of Chair.**
Simon Stokes was nominated by Brad Williams, seconded by Jon Gilley. Bob Birthwright asked to be considered, this was seconded by Heinrich Schmidt. Both candidates spoke to the Council members regarding what they would bring to the Parish Council as Chair. A show of hands was taken, and Simon Stokes was elected as Chairman.
- 3. Election of Vice Chairman.**
The Council agreed to have three Vice Chairs moving forward, ensuring each of the areas feel represented. Nuala Hampshire (Brook Street), Bob Birthwright (Staplefield) and Mandi Graves (Rocky Lane) were elected.
- 4. Public Session.**
There were no residents present.
- 5. Apologies for absence.**
Apologies were accepted from Maria Fielding, James Steadman, Mandi Graves and Pete Bradbury.
- 6. Declarations of interest in items on the agenda.**
All Councillors have a dispensation for matters concerning the District Plan review. No other DOIs were declared.
- 7. Minutes of the Annual Parish Council meeting held on 13th May 2024.**
The minutes were AGREED and signed by the Chairman.
- 8. District Plan Review**
As we are in a pre-election period, the MSDC would not be able to publish and submit the District Plan to the Secretary of State during this time. They are continuing to work on the documentation and preparation for Submission stage and will be looking to progress this after the election on July 4th.
- 9. Planning decisions.**
The following planning decisions were noted:
 - a. DM/24/0002. Erection of two 4m tall poles to relocate car park LED lighting

lamps from existing power pole as approval DM/22/0813. Poles to be located in the centre margin between the two car park sections. Location: Ansty Village Centre Deaks Lane Ansty Haywards Heath West Sussex RH17 5AS. Status: Approved.

- b. DM/23/3133. Use of land as a travellers caravan site consisting of 1 no pitch, containing a residential mobile home, dayroom and associated development. (Corrected plans received 14th February showing revised location of development). Location: Land At Highfields Brighton Road Warninglid West Sussex. Status: Approved.

10. Planning applications.

- a. DM/24/0880. The proposed installation of a shareable 25 metre high lattice tower supporting up to 12 no. antennas and up to 4 no. dishes, together with up to 6 no. ground based cabinets, 1 no. meter cabinet and ancillary development thereto including compound fencing. Location: Land At Clearwaters Farm Clearwater Lane Haywards Heath West Sussex. Status: Unknown
- b. DM/24/1061. Retrospective application for an external balcony and additional windows to replacement two storey double garage building (works complete following planning app ref DM/21/4229). Location: Lodge Farmhouse Copyhold Lane Cuckfield Haywards Heath. No objection.
- c. 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. Location: HHRFC Clubhouse Whitemans Green Cuckfield West Sussex. No objection.
- d. 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). Location: 1 Highfields Brighton Road Warninglid Haywards Heath. Object on grounds of inappropriate development.
- e. WSCC/007/24. Installation of Integrated Constructed Wetland (ICW) and associated infrastructure at land adjacent to Staplefield Wastewater Treatment Works. Location: Staplefield Wastewater Treatment Works, Cuckfield Road, Staplefield, West Sussex, RH17 6ES. (No objection by MSDC.) This was an amended application. The amendments have meant the car park and visitor centre have been removed. Crispin had been concerned regarding the new road and hardstanding around it. Qualified approval based on the removal of the new road and additional carpark.

11. Contracts & Services for review

- a. **Grass cutting contract** is due to be put out for tender in Autumn 2024 as it expires at the end of the year. It was noted that the Ansty Green and Brook Street beds have not been tended. The clerk will contact the contractor regarding this. It was AGREED that Bob, Jon and George will look at the 2021/22 spec and feedback any suggestions before the clerk starts the tendering process.
- b. **Review of licensing agreement** with Unique Pub Property (JS). In the absence of James this would be deferred until the next meeting.
- c. **Tree survey**. Two trees at Staplefield need reassessing as per the Tree Surgeons report in June 2023. It was AGREED that the two trees need to be assessed and

the clerk will arrange this.

- d. **Contractor for Entrance Gates** on Deaks Lane, Ansty. Simon has sourced a contractor who can make the two gates in hardwood. It is likely that a third party will be required to install the gates as Sussex Highways requires very specific Insurances and Accreditation. Once the gates are in place, they will need suitable signage. Simon has been given advice on what this should be and will pursue the project.

12. Update of Staplefield Pavilion Internal Refurbishment. As requested, George asked other cricketers regarding refurbishment at the pavilion. This information will help guide the scope for the works. It was AGREED that this project would be led by George with the help of Bob and Brad. Once agreed, this will then be put out to tender.

13. Update of Staplefield Playpark refurbishment. The existing problem with drainage in the area and its impact on the playground was discussed. It was noted that the Highways 12-week improvement works had just started in the Handcross Hill area. The Council agreed to wait and assess the effect of this before starting any work. The timescale for works to start would be Spring 2025. It was AGREED that the working party would need to complete a specification and tender in January 2025.

14. Monthly Finances

- a. **Monthly finances.** The financial statement including transactions since the last meeting and bank reconciliation were AGREED and signed by the Chairman.
- b. **Bank Signatories.**
It was AGREED that the retiring Clerk will be removed as a bank signatory once the new Clerk, Laura Mann had been successfully added as a signatory with full rights to access the account including setting up payments. It was also AGREED that Heinrich Schmidt will become an additional signatory.

15. To consider grant applications from:

- a. **Community group events.**
It had been AGREED to grant £500 each to Rocky Lane and Brook Street for a community event. The second payment to Rocky Lane was on the monthly transactions.

16. Minor matters and items for the next agenda

- a. **Condition of the fingerpost** sign in Copyhold Lane. Clerk will clarify the location with Nuala to confirm the problem and approve any required works.
- b. **Parking in Ansty.** There had been contact regarding inconsiderate parking in Ansty (resident complaint). It was noted that although frustrating, this was a Sussex Highways problem and should be reported via the portal.
- c. **Website** could need some update especially around Rocky Lane.
- d. **MSDC Richard Bates** was invited to contribute. The clerk will add ensure that any future meetings attending District and County councillors are able to speak through an agenda item.

DRAFT MINUTES UNTIL APPROVED MEETING CLOSED.

**Ansty and Staplefield Parish Council Monthly Finances: 10th June 2024
Transactions for approval**

Voucher	Date	Supplier / customer	Account name	Receipts	Payments		
					Net	VAT	Total
424	10/06/2024	Sussex 4Sight	Grants		-160.00	0.00	-160.00
423	10/06/2024	EDF Energy	Staplefield Pavilion		-23.81	-1.19	-25.00
422	10/06/2024	M Graves	Grants		-500.00	0.00	-500.00
421	10/06/2024	WSCC	staff salaries and on costs		-2,265.32	0.00	-2265.32
420	30/06/2024	Unity Trust	Bank Charges		-24.30	0.00	-24.30
419	10/06/2024	Laura Mann	Clerk's Expenses		-77.40	0.00	-77.40
418	04/06/2024	Stiles Harold Williams	Cricket	150.00			
417	01/04/2024	Staplefield Village Fete	Miscellaneous Receipts	150.00			
415	04/06/2024	Jolly Tanner Cricket Club	Cricket	250.00			
414	18/06/2024	O2	Equipment and software		-11.96	-2.39	-14.35
413	11/06/2024	Ansty Sports and Social Club	Room Bookings		-10.00	0.00	-10.00
412	21/05/2024	CPRE	Subscriptions		-60.00	0.00	-60.00
411	31/05/2024	EI Group PLC	Miscellaneous Receipts	1375.00			
410	28/05/2024	Castle Water	Staplefield Pavilion		-5.00	0.00	-5.00
409	10/06/2024	Ansty Village Centre Trust	Room Bookings		-33.00	0.00	-33.00
408	15/06/2024	Mulberry and Co	Miscellaneous Payments		-50.00	-10.00	-60.00
407	08/06/2024	Parish Online	Subscriptions		-50.00	-10.00	-60.00
406	14/05/2024	Ansty Village Centre Trust	Grants		-6,000.00	0.00	-6,000.00

Bank Reconciliation

Bank account

Current Acct

Balance per bank statement at 31/05/2024

81,083.68

TOTAL NET BANK BALANCES AT 31/05/2024

89,139.60

Opening balance	89,139.60
Total receipts	1,562.50
Total payments	-9,618.42
Total transfers	0.00
Closing balance per cash book (must equal net bank balances above)	81,083.68
Deposit Account Balance	125,301.41
Total Balances	206,385.09

Signed by Chair of Parish Council meeting 10th June 2024