

## ANSTY AND STAPLEFIELD PARISH COUNCIL DRAFT

**The minutes of the Parish Council Meeting of Ansty and Staplefield Parish Council held in Staplefield Village Hall on 11<sup>th</sup> November 2024 at 7:30pm.**

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

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

**1. Public Session.**

**2. Apologies for absence.**

Apologies were accepted from Heinrich Schmidt, James Steadman and Amanda Saunders.

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

No new DOIs were declared.

**4. Minutes of the Parish Council meeting held on 14<sup>th</sup> October 2024.**

The minutes were AGREED and signed by Simon Stokes.

**5. To receive an update on the recruitment of the Youth Worker.** Jon Gilley met with Rev. Valentine and a representative from Cuckfield Parish Council. They have now shortlisted for the post and will be interviewing and conducting necessary safeguarding checks shortly. Aimed at children from 11 to 16, they will run two clubs and reach out to the local schools.

**6. To receive updates from District and County Councillors.** Pete Bradbury had also met with Rev. Valentine regarding the Youth Worker and agreed it was an excellent initiative. It was noted that WSCC will deliver a balanced budget, outlined in February, after the Budget meeting. Pete stated there will be no cuts to services and that they will be investing an extra £50m over the next two years. He was aware of the various traffic issues across the Cuckfield area. He felt it would be beneficial to have a more strategic approach rather than the current piecemeal approach whereby various stakeholders will be consulted. It is hope that the initiative will be up and running in the new year. Nuala requested that Brook Street be included in the Cuckfield traffic considerations. Malcolm Avery updated on the District Plan hearings that had been held over two weeks recently. It was noted that the queries raised by the Planning Inspector at the hearings would need to be addressed by MSDC by 1<sup>st</sup> December. It was suggested that the next stage of the Planning Inspector Hearings would not start again until March 2025.

**7. Planning decisions.** There had been no planning decisions made since the last meeting.

**8. Planning applications.**

- a. **DM/24/2072** | 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. | Great Thorndean Farm Gables Slough Green Lane Warninglid Haywards Heath West Sussex RH17 5SL **Action: Submit same objection as previous submission.**

- b. **DM/24/2464** | Demolition of existing house. Construction of new dwelling and garage. New driveway and landscaping | Five Acres Cuckfield Lane Warninglid Haywards Heath West Sussex RH17 5SN **Action: No comment.**
- c. **DM/24/2302** | 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. | Ditton Place Brantridge Lane Balcombe West Sussex **Action: Noted, no comment.**
- d. **DM/24/2527** | A new obscured opening window for the existing bathroom | Nutbourne 6 Deaks Paddock Ansty Haywards Heath West Sussex RH17 5GW. **Action: Noted, no comment.**

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

**10. To receive an update on the Staplefield pavilion plan.** George had approached three local builders. The working group are still working on preparing the drawings to obtain the quotes.

**11. To receive an update on the Deaks Lane signage and the B2036 Community Highways Improvement.** In Deaks Lane quasi gates will be installed by County Council to check and see the impact they will have. It was noted that residents are going to display British Horse Society signage on their own properties. A traffic scheme for the B206 is being drawn up by Christine Elliston and will be discussed. WSCC Highways felt there were other priorities that may take the funding available, but they have created an alternative plan that would be more likely to be accepted and adopted.

**12. To discuss progress on fingerpost signage repairs across the parish.** There is a folder identifying all the works required to the parish's signposts from an audit conducted in 2022. Should the work be approved, the level of expertise needs to be decided (specialist or general repairs).

**13. To discuss progress on the installation of the noticeboard at Sandrocks.** It was agreed that the clerk would send the details of the budget, potential suppliers and contractor. It was felt a site visit would be helpful to understand the location and any other considerations.

**14. To consider the quotes for the ASPC Grass contract for 2025 onwards.** The clerk had sent the grass cutting specification out to three local contractors. One had declined and two had provided their quotations. A third company has been approached and is she awaiting their quote. George Morley agreed to assist in identifying suitability of contractor. It was noted that the decision needed to be made before the next meeting as the contract will start from early 2025. Once all the financials are in, the quotes will be circulated.

## **15. 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

**16. Minor matters and items for the next agenda**

- a. The Christmas Dinner was confirmed as being on the 11<sup>th</sup> December at The Talbot from 7:30pm

**17. Confidential Business: Clerk Resignation & Recruitment**

It was AGREED that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following items:- a. Note the resignation of the Clerk b. Appointment of new Clerk including terms and conditions. All members of the public, District and County Councillors left the room.

- 18.** The Chairman then proposed a motion of thanks to Laura Mann for all her hard work as Parish Clerk and also that the Council appoint Sarah Abellan to the vacant position. Both motions were seconded by Jon Gilley and Nuala Hampshire and agreed unanimously.

All members of the public, District and County Councillors left the room.

**MEETING CLOSED. DRAFT MINUTES SUBJECT TO CONFIRMATION**

## Schedule of receipts and payments made in October 2024

Listing of transactions dated between 01/10/2024 and 31/10/2024								
PAYMENTS								
Voucher	Date	Description	Supplier / customer	Account name	Net	VAT	Total	
472	08/10/2024	Sept elect pavilion	EDF Energy	Staplefield Pavilior	-23.81	-1.19	-25.00	
464	09/10/2024	Masterplan objection	velocity	District Plan/Cuck	-2,170.00	-434.00	-2,604.00	
465	09/10/2024	battery charger for speed c	Westcotec Ltd	Equipment and sof	-70.50	-14.10	-84.60	
466	09/10/2024	September salaries	WSCC	staff salaries and c	-2,305.59	0.00	-2,305.59	
468	09/10/2024	SVH Sept	Staplefield Village Hall	Room Bookings	-22.00	0.00	-22.00	
469	09/10/2024	HF Bronze Subs website	Hugofox Ltd	Equipment and sof	-119.88	-23.98	-143.86	
471	09/10/2024	Sept Oct expenses	Laura Mann	Clerk's Expenses	-27.00	0.00	-27.00	
448	13/10/2024	July meetings	Ansty Sports and Social Club	Room Bookings	-40.00	0.00	-40.00	
473	18/10/2024	Sept o2 bill	O2	Equipment and sof	-11.96	-2.39	-14.35	
470	21/10/2024	Sept water	Castle Water	Staplefield Pavilior	-8.44	0.00	-8.44	
486	22/10/2024	Scottish Water	Scottish Water	Staplefield Pavilior	-61.28	0.00	-61.28	
483	31/10/2024	Servive charge	Unity Trust	Bank Charges	-7.20	0.00	-7.20	
RECIEPTS								
Voucher	Date	Description	Supplier / customer	Account name	Net	VAT	Total	
484	02/10/2024	TSSCC 2024 part 2	The Sunday Seconds Cricket Club	Cricket	232.20	0.00	232.20	
485	07/10/2024	Hindu Unity Subs 2024	Hindu Unity Cricket Club	Cricket	464.40	0.00	464.40	

## Transactions presented for approval

Voucher	Date	Description	Supplier / customer	Account name	Net	VAT	Total	
467	09/11/2024	Replacement Loo seat Pavilion	George Morley cllr	Staplefield Pavilion	-28.30	-5.67	-33.97	
474	14/11/2024	Wychwood Park Flyers	Heinrich Schmidt	Grants	-34.74	-6.95	-41.69	
475	11/11/2024	April to Sept charges	WSCC	Payroll Admin	-95.64	-19.13	-114.77	
476	11/11/2024	Remembrance Wreath	Laura Mann	Miscellaneous Payments	-29.49	0.00	-29.49	
477	11/11/2024	Hire of room	Ansty Sports and Social Club	Room Bookings	-10.00	0.00	-10.00	
478	11/11/2024	Fire visit	Chubb Fire and Security	Staplefield Pavilion	-48.14	-9.63	-57.77	
479	28/11/2024	Staff salary Oct	WSCC	staff salaries and on costs	-2,305.59	0.00	-2,305.59	
480	19/11/2024	Water	Castle Water	Staplefield Pavilion	-8.64	0.00	-8.64	
481	18/11/2024	Phone	O2	Staplefield Pavilion	-11.96	-2.39	-14.35	
482	08/11/2024	Electricity	EDF Energy	Staplefield Pavilion	-23.81	-1.19	-25.00	

## Bank Reconciliations for October 2024

Ansty and Staplefield Parish Council	
Bank account	Current Acct
Balance per bank statement at 31/10/2024	112,277.65
<b>TOTAL NET BANK BALANCES AT 31/10/2024</b>	<b>112,277.65</b>
Opening_balance	26,859.00
Total receipts	132,077.79
Total payments	-46,659.14

Total transfers	
Closing balance per cash book (must equal net bank balances above)	112,277.65

Bank account	Deposit Acct	
Balance per bank statement at 31/10/2024		127,034.98
TOTAL NET BANK BALANCES AT 31/10/2024		127,034.98
Opening_balance		127,034.98
Total receipts		
Total payments		
Total transfers		
Closing balance per cash book (must equal net bank balances above)		127,034.98
<b>Total Balances</b>		<b>239,312.63</b>

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