

## ANSTY AND STAPLEFIELD PARISH COUNCIL

The minutes of the Meeting of Ansty and Staplefield Parish Council held in the **Committee Room above Staplefield Village Hall on 9<sup>th</sup> September 2019** at 7:30pm.

**Members present:** Brad Williams (Chairman), Jon Gilley, Dhana Mahendran, Peter Bushell, Maria Fielding, Crispin Salimbeni, James Steadman.

**Also present:** Liz Bennett (Clerk), Pete Bradbury WSCC and MSDC Councillor, John Thorpe (Ansty Village Centre Trust).

Public Session

The Public Session was moved until after agenda item 5 to allow time for John Thorpe to arrive who was delayed on a train.

### 1. Apologies for absence.

Apologies were accepted from Bob Birthwright. Simon Stokes was not present at the meeting.

### 2. Declarations of interest in items on the agenda.

Jon Gilley and Crispin Salimbeni declared that they are Parish Council nominated members of Ansty Village Centre CIO.

James Steadman declared that he is a Parish Council nominated member of Ansty Village Hall Trust.

Following advice from the MSDC Head of Regulatory Services, the Clerk has granted a dispensation to Jon Gilley, Crispin Salimbeni and James Steadman for the discussions and voting regarding the Parish Council donation to the Ansty Village Centre. This is in accordance with Section 33 of the Localism Act 2011.

All other member interests are shown in their Register of Interests.

### 3. Minutes of the meeting held on 12<sup>th</sup> August 2019.

The minutes were AGREED and signed by the Chairman.

### 4. Planning decisions.

The following planning decisions were noted:

- a. DM/19/0041 Description: demolition of existing dwelling and erection of replacement 2 storey house. Location: Brew House, Cuckfield Road, Ansty. Granted.
- b. DM/19/2926 Proposal: erection of 160.4sqm permanent, detached, single storey, timber-framed flat roofed classroom building for d1 educational use on existing hard standing on school Site. Location: St Pauls Catholic College, Jane Murray Way, Burgess Hill, West Sussex. Lawful development certificate issued.
- c. DM/19/0964 Description: alterations and additions to club house including removal of conservatory and proposed extensions to the side and rear

elevations, extension of terrace to north side and provision of office/storage in the extended roof space. Extension to driving range enclosure. Revised drawings and planning statement with detail of ground levelling received 10th April. (additional information received 20/5 and kitchen extraction details received 24/5 and 4/6). Amended plans received 18th and 22nd July omitting staff accommodation and groundskeepers barn. Location: Cuckfield Golf Course, Staplefield Road, Cuckfield. Granted.

- d. DM/19/1235. Description: reserved matters application for the erection of 20no. Dwellings (layout, scale, appearance and landscaping) including underground LPG gas tanks. Amended plans received 20 June showing a revised layout and design for the proposed development, including the replacement of the 3-storey apartment building with a 2-storey block. Amended plans received on 24th July showing amendments to various plots and revised layout. Plan Location: Land South of Bolney Road, Bolney Road, Ansty. Granted.

**5. To consider the following planning applications and any others that arrive before the meeting.**

- a. DM/19/3176 Application Type: Householder Application Proposal: Two storey side extension. Site Address: Moorfields Farm Cottage, Broxmead Lane, Cuckfield. No objection.
- b. DM/19/3123 Application Type: Full Application Proposal: Demolition of existing dwelling and erection of 40 new dwellings with new access created onto Cuckfield Road. Site Address: Bridge Hall, Cuckfield Road, Burgess Hill. The PC object to this application because it was not allocated in the Neighbourhood Plan and is in an area of Countryside restraint. Should the application be granted the Parish Council would like some s106 contributions towards the refurbishment of the storage shed at Ansty Rec.
- c. DM/19/3244 Application Type: Listed Building Consent Proposal: Proposed refurbishment and alteration of domestic outbuilding, comprising former pigsties, to facilitate the viable functional use of the building as an ongoing ancillary domestic outbuilding. Site Address: Land and Buildings at Barnsnape Farm, Broxmead Lane, Cuckfield. Noted.
- d. DM/18/5114 Application Type: Outline App. Environmental Statement Proposal: Comprehensive, phased, mixed-use development comprising approximately 3,040 dwellings including 60 units of extra care accommodation (Use Class C3) and 13 permanent gypsy and traveller pitches, including a Centre for Community Sport with ancillary facilities (Use Class D2), three local centres (comprising Use Classes A1-A5 and B1, and stand-alone community facilities within Use Class D1), healthcare facilities (Use Class D1), and employment development comprising a 4 hectare dedicated business park (Use Classes B1 and B2), two primary school campuses and a secondary school campus (Use Class D1), public open space, recreation areas, play areas, associated infrastructure including pedestrian and cycle routes, means of access, roads, car parking, bridges, landscaping, surface water attenuation, recycling centre and waste collection infrastructure with associated demolition of existing buildings and structures, earthworks, temporary and permanent utility infrastructure and associated works. (Amended description and amended/further documents and plans received including:

Environmental Statement Addendum received 12/8/19  
Transport Assessment Addendum received 12/8/19  
Planning Statement Addendum, including Retail Statement, Minerals  
Safeguarding and  
Safeguarding of Waste Management Facilities received 12/8/19  
Revised Design Guide received 12/8/19  
Revised Development Specification and Framework received 12/8/19  
Revised Parameter plans and supporting drawings received 12/8/19  
Revised Location Plan received 12/8/19  
Economic Sustainability Strategy received 8/7/19)

Site Address: Burgess Hill Northern Arc Land North and North West of Burgess Hill between Bedelands Nature Reserve in the East and Goddard's Green Waste Water Treatment Works in the West.

The Parish Council note that one of the primary routes for construction traffic is through Ansty. The Parish Council request that the construction traffic is routed west on the A2300 rather than through a small village. The Parish Council is concerned that there are potential contamination issues in the parish. S106 contributions should be made for parish projects since most of this site is in Ansty and Staplefield parish.

The Clerk was asked to explore the possibility of engaging a planning consultant to help the Parish Council identify issues that might affect the parish.

The Clerk was asked to add Ansty Village Green to the next agenda.

- e. DM/19/3218 Application Type: Listed Building Consent Proposal: Proposed fireplace and associated flue Site Address: Land and buildings at Barnsnape Farm, Broxmead Lane, Cuckfield. Noted.
- f. DM/19/3374 Application Type: Trees in a Conservation Area Proposal: Elder (T1) fell. Silver Birch (T2) fell. Clear marked area. Site Address: Cedars, Staplefield Place, Handcross Road, Staplefield. Noted.
- g. DM/19/3313 Application Type: Full Application Environmental Statement Proposal: Construction of a single carriageway link road from Isaacs Lane to Freeks Farm comprising a new all-movements junction on A273 Isaac's Lane, highway comprising 6.1 - 6.5m carriageway with separate 4.5m 'Green Superhighway' and 3m cycle/footway provision on the north side and 2m footway on the south side segregated from the carriageway by landscaped verges, including all-modes bridge across the River Adur, constructed to an adoptable standard, together with, earthworks, surface water and foul drainage infrastructure, utilities corridors, street lighting, landscaping and temporary fencing. Site Address: Land East Of Isaacs Lane And Land West Of Freeks Lane, Burgess Hill.

The Parish Council wish to ensure that construction traffic is not routed through Ansty and that this project is coordinated with other works planned around the parish, such as the work at Hanlye Lane roundabout, to ensure that the

cumulative impact on traffic does not gridlock local roads.

- h. DM/19/3527 Application Type: Householder Application Proposal: Single storey kitchen/dining extension to link main house with the existing annexe. Single storey bathroom extension to annexe and external landscaping to perimeter. Site Address: Apple Tree Cottage, Deaks Lane, Ansty. No objection.

### **PUBLIC SESSION.**

The Chairman closed the meeting to hold the Public Session.

John Thorpe spoke regarding the grant application of £100k for Ansty Village Centre. He outlined the facilities that will be provided and provided an update on the funding position and proposed work schedule.

If the project were to receive £100k from both the Parish Council and MSDC then it would be able to start building in January 2020. The new centre will provide a village hall, meeting room, a clubroom for darts and snooker, a bar and changing rooms for sport. The current building is no longer fit for purpose and has a very limited life left. It is expected that around 30000 visits per year will be made to the new centre with around half of that from people in the parish. The Neighbourhood Plan, voted on by the parish, has a policy to support the project.

There followed a question and answer session:

Q. How solid is the grant offer from the English Cricket Board? The ECB are very committed to the project and consider it to be of strategic importance on a national level. They are particularly impressed by the diversity of cricket at Ansty with strong Colts and Women's cricket. The ECB are visiting next week for the final stage of their scrutiny. The in-principle offer should move to a firm offer within 6 weeks.

Q. When would you want the funding from the PC? Four tranches of £25k each in February, March, April and May 2020.

Q. When will the car park be built? The car park extension is to be built on the site of the existing building, with the new centre being positioned on the rec. The existing building will continue to be used during the build of the new centre. A planning condition is that the old building is demolished within a month of the new centre being finished, but there is no specific condition to build the car park extension within that time frame. The project will want to get the car park extension in place as soon as it can.

Q. If extra funding was secured what difference would it make to the project? If more became available, it would help with timing. There is some loan financing from the ECB to be repaid by the Cricket Club. The Cricket Club would rather invest in the playing surface and cricket nets than paying off the loan. Funding is also needed for the groundsman store.

Q. Will there be a discounted membership of the Social Club for residents? Family membership is currently £20 per annum so is already good value. The plan is to offer a discounted rate to parish residents. Membership offers access to the bar and is not

required to hire the facilities.

Q. What would be the impact on the project if it were a £100k short? The build could not start in January, which would mean that the conditions of the Leader grant could not be met and so that grant of £75k would also be lost.

John Thorpe was thanked for his time and the meeting was re-opened by the Chairman so that the Parish Council could continue its discussion under agenda item 6.

*Dhana Mahendran made her apologies and left the meeting.*

#### **6. Grant application from Ansty Village Centre Trust and consultation arrangements.**

Before the meeting the Clerk circulated a paper showing how the PC could donate £100k to the project. £60k could be taken out of reserves, £15k could be taken from the precept next year with the remaining £25k being taken as a public works loan to be repaid over 5 years. The precept would not need to be increased in order to repay the loan which would cost c£5201 per annum.

The Clerk was asked about the impact of any boundary changes that might move some of the new developments out of the parish. The Clerk explained that the current tax base is 1010 and in 2010 it was 770. However, some of the increase is from developments in the centre of the parish, mainly Ansty, that would not be moved as a result of a boundary change. It is likely that the final tax base would settle at around 850 which would not have a serious impact on Parish Council finances. Pete Bradbury commented that MSDC have just been informed that the Boundary Commission wish to conduct a boundary review and that would take effect at the next local elections in four years' time. The Clerk said that reducing the term of the loan from 5 to 4 years would make the loan repayments c£6450, a sum that can still be covered without a precept increase. This would avoid the impact of any boundary change.

Further discussion took place during which it was argued that the Parish Council should consider increasing their potential donation because support from MSDC is unlikely. The £100k had been agreed in principle several years ago when interest rates were much higher, and the Parish Council had no reserves earmarked for the project. At the time the loan repayments of £100k over 25 years were roughly equal to the money that is spent on Staplefield cricket each year. Some Councillors felt that spending at Staplefield is different because the cricket facility is a parish owned asset, although another felt that the asset is the common and not the cricket facility which the Parish Council choose to provide. There was concern that a higher Parish Council donation might not receive public support.

An officer at MSDC indicated in a recent meeting that a £100k donation from MSDC might be achievable, however the process for achieving this is unclear and more senior officers and councillors have not met with the Parish Council or project. Pete Bradbury was asked if he could help facilitate discussions with MSDC.

It was AGREED that the Parish Council will consult on a proposal to donate £100k to the

Ansty Village Centre project. £25k of the donation will be made by public works loan to be repaid over a 4-year period.

A consultation event will take place from 10am to 1pm on Saturday 28<sup>th</sup> September 2019 in Ansty Village Centre. The event will be advertised on the notice boards, website and via Residents Associations. Consultation papers will be put on the website for those unable to attend the event. The question that residents will be asked is “Do you support the Ansty Village Centre project and the Parish Council’s intention to donate £100k, of which £25k will be a public works loan ?”

*John Thorpe and Pete Bradbury left the meeting.*

**7. Asset register.**

The revised asset register was AGREED by the Parish Council.

**8. Parish Council insurance cover and renew policy.**

The Parish Council AGREED to renew the insurance policy with Hiscox.

**9. Street lighting arrangements on the Bolney Road in Ansty and the location of the Speed Indicator Device.**

It was AGREED that there should be no change to the street lighting on the Bolney Road, Ansty. A planning condition of the Bolney Road development is the provision of a Vehicle Activated Sign. The developer has asked where the signs should be placed. It was AGREED that advice should be sought from Highway.

**10. Finances.**

**a. Schedule of payments.**

The financial report showing the payments for approval, receipts in August and the bank reconciliation was AGREED and signed by the Chairman.

**b. Change of signatories to Parish Council bank account.**

It was AGREED that Bob Birthwright will be removed as a bank signatory because poor wi-fi means that he has difficulty accessing the online bank account. Peter Bushell will replace him as a signatory.

**11. Mobile Speed Indicator Device.**

Another training session is being held on Wednesday for SID volunteers. The device will be moved from Staplefield to a new location.

The Clerk was asked to investigate whether speed control signs can be placed in the areas where the SID is used.

**12. Fingerpost repairs.**

The contractor was delayed due to the temporary loss of his vehicle. He will be putting the signs up in the next few weeks.

**13. Reports from meetings attended, not covered elsewhere on the agenda.**

The Clerk and Bob Birthwright attended a meeting at MSDC to receive an update on the

site allocations process. Papers from the meeting were circulated.

**14. Correspondence.**

The following correspondence was noted:

WSCC Electronic Vehicle consultation.

MSDC Review of Polling Districts.

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

Peter Bushell will attend the next Redrow meeting regarding works at Hanlye Lane.

**MEETING CLOSED**

**DRAFT MINUTES SUBJECT TO CONFIRMATION.**

## Ansty and Staplefield Parish Council Finances 9<sup>th</sup> September 2019

### Payments for approval

	Ref	Description	Amount
EDF Energy	47	Pavilion electricity	<b>19.00</b>
Came and Co	48	Insurance	<b>1312.70</b>
WSCC	49	Salaries	<b>1996.68</b>
VisionICT	50	Hosted email accounts	<b>194.40</b>
Ansty Village Hall	51	3 x room bookings	<b>67.50</b>
Vodafone	52	Phone	<b>21.00</b>

### Receipts in August

	Ref	Description	Amount
Copthorne	U	Cricket match	<b>116.10</b>
Copthorne	V	Cricket match	<b>116.10</b>
Copthorne	W	Cricket match	<b>116.10</b>

### Ansty and Staplefield Parish Council: Bank Reconciliation

31st August 2019

<b>Bank</b>		<b>Cashbook</b>	
Current Account	44342.19	Balance forward	71067
Deposit Account	55013.15	Receipts	49076.04
	<b>99355.34</b>	less payments	-20787.7
	<b>99355.34</b>		<b>99355.34</b>

Signed by Chairman of PC meeting 9<sup>th</sup> September 2019