

## ANSTY AND STAPLEFIELD PARISH COUNCIL

### **Minutes of the Annual Meeting of Ansty and Staplefield Parish Council held by Zoom on 4<sup>th</sup> May 2021 at 7:30pm.**

**Members present:** Brad Williams (Chairman), Bob Birthwright, Crispin Salimbeni, Maria Fielding, James Steadman, Jon Gilley, Simon Stokes, Nuala Hampshire.

**Also present:** Liz Bennett (Clerk).

#### **1. Election of Chairman.**

Brad Williams was elected as Chairman

#### **2. Election of Vice Chairman.**

Bob Birthwright was elected as Vice Chairman.

#### **3. Public Session.**

There were no members of the public at the meeting.

#### **4. Apologies for absence.**

Apologies were accepted from Dhana Mahendran.

#### **5. Declarations of interest in items on the agenda.**

James Steadman declared a personal interest in agenda item 10f as he rents a unit at the site.

#### **6. Minutes of the Parish Council meeting held on 12<sup>th</sup> April 2021.**

The minutes were AGREED.

#### **7. Parish Council roles and responsibilities:**

The following appointments were AGREED for the next year.

##### **a. Finance Working Group**

Brad Williams, Bob Birthwright, James Steadman, Crispin Salimbeni, Simon Stokes, Dhana Mahendran.

##### **b. Staplefield Review Group**

Brad Williams, Bob Birthwright, Maria Fielding, Crispin Salimbeni

##### **c. Quarterly review of Parish Council finances.**

James Steadman

##### **d. Appointed trustees on Ansty Village Hall Trust**

James Steadman

##### **e. Appointed trustees on Ansty Village Centre CIO**

Crispin Salimbeni and Jon Gilley

##### **f. Noticeboards.**

Crispin Salimbeni, Jon Gilley, Nuala Hampshire.

#### **8. General Power of Competence.**

The Parish Council confirmed that it qualifies for the General Power of Competence.

## 9. Planning decisions.

The following decisions were noted:

- a. DM/21/0027. Description: (amended plans and description 18.03.2021) proposed single storey side extension with low pitch crowntop roof, forming improved kitchen facilities with the formation of a rear covered porch area as an extension of the proposed crown top roof. Location: 54 Diamond Cottages, Brook Street, Cuckfield, Haywards Heath. Granted.
- b. DM/21/1186. Description: proposed new building to form winery  
Location: Pookchurch Vineyard, Deaks Lane, Cuckfield. MSDC determined that prior approval is not required for this application.
- c. DM/20/4501. Description: x15 oak trees - lift lower overhanging canopy face by 2.5m. Oak - 2.5m reduction. T1 yew - 1.5m reduction. T2 and t3 yew - 1m reduction. Prunus uprooted ivy clad tree - fell. Silver birch - fell. Poplar - reduce to a standing height of 5m. Eucalyptus - 2.5 m reduction. Location: Yew Tree, Brantridge Lane, Staplefield. Granted.
- d. DM/21/0791. Description: retrospective householder planning application for a pool kitchen and carport. (revised plans received 18.03.2021). Location: High Point, Brook Street, Cuckfield, Haywards Heath. Granted.
- e. DM/21/0005. Description: demolition of existing stables. Construction of a detached dwelling. Location: Land Adj. To Meadow Woods, Brook Street, Cuckfield. Refused.
- f. DM/21/0946. Description: proposal to extend the existing 3 bay oak framed garage to a 4 bay oak framed garage and replacement of existing doors. Location: Stanbridge Lea, Staplefield Lane, Staplefield. Granted.

## 10. Planning applications.

- a. DM/21/1054 Application Type: Full Application Proposal: Existing dwelling to be decommissioned and proposed replacement with a 2no. bedroom dwelling. Site Address: Nora, Home Farm, Slaugham Road, Staplefield. No objection.
- b. DM/21/1306 Application Type: Full Application Proposal: Change of Use of a disused agricultural building to a one-bedroom holiday let. Site Address: Holmsted Farm, Staplefield Road, Cuckfield. The Parish Council were unable to comment on this application because there were no documents on the MSDC website.
- c. DM/21/1375 Application Type: Permission in Principle Proposal: Demolition of a steel frame building(s) and erection of single dwelling and associated development. Site Address: Birch Trees Farm, Cuckfield Road, Ansty. The Clerk was asked to clarify the meaning of "permission in principle" and what aspects of this the Parish Council can comment on. The decision was delegated to the Clerk, Brad Williams and Simon Stokes, once more information has been received.
- d. DM/21/1009 Application Type: Householder Application Proposal: Single storey and first floor rear extensions with associated internal alterations. New timber decked terrace. Revised application to increase the head height of the new first floor bedroom by raising the eaves by 275mm. Site Address: 2 Gable Cottages, Cuckfield Road, Staplefield. No objection.
- e. DM/21/1536 Application Type: Tree Surgery Proposal: T1 Oak - Remove epicormic growth on the main stem up to the first main scaffold limb. Site Address: 6 Green Cross Cottages, Cuckfield Road, Ansty. No objection
- f. DM/21/1525 Application Type: Prior Not. - Agricultural to Dwelling Proposal: Application for determination as to whether prior approval is required for the change of use from agricultural barn to form 5no. residential units. Site Address: Ansty Farm, Deaks Lane, Ansty. The Parish Council are concerned at the potential for asbestos contamination from the barn demolition, the lack of visitor parking and it appears that there may not be sufficient space for emergency vehicles to turn.

- g. DM/21/1630 Application Type: Outline Application Proposal: Outline application for a conservatory to the rear of The Jolly Tanners Public House on an existing patio area with all matters reserved apart access, layout and scale. Site Address: The Jolly Tanners, Handcross Road, Staplefield. No objection.

**11. Monthly Finances.**

The financial statement including the schedule of payments, the receipts and bank reconciliation was AGREED. The Clerk reported that the Internal Auditor has completed his audit. The audit papers will be presented to the Parish Council for approval at the next meeting.

**12. Pay rise for the pavilion caretaker.**

The Parish Council approved a pay rise for the pavilion caretaker and thanked her for her hard work.

**13. Footpaths initiative.**

Councillors were asked to email the Clerk with their findings from walking local footpaths so that she can pass this on to the organisers of the Lost Footpaths initiative. The Clerk will create a log of footpath issues.

**14. Speeding traffic on the Cuckfield Road.**

The Clerk wrote to Cllr Pete Bradbury for an update on the speeding traffic on the Cuckfield Road. He advised that introducing a speed limit on this road would only be effective if significant traffic calming measures were also introduced for which there is no funding. He suggested that the Parish Council and Hurstpierpoint Parish Council could approach Homes England to ask if they could fund the traffic calming. The Northern Arc and associated traffic could significantly add to this problem. The Parish Council agreed with this suggestion and will arrange a meeting.

**15. Local Community Infrastructure s106 fund.**

The two bus shelters for Rocky Lane have now been ordered and should be installed in around 5-6 weeks.

**16. Community fund.**

The community grant fund has been publicised around the parish and community groups are asked to submit their suggestions by the end of May. The Parish Council will award the grants at their next meeting on 14<sup>th</sup> June.

**17. Ansty Village Centre.**

The building work is now complete, and the leases are being finalised before the hall can be fully occupied. It is to be used as polling station at the elections on Thursday.

**18. Ansty Village Sign.**

The contractor has been appointed and will be collecting the old sign shortly. The new one should be in place within a couple of months.

**19. Path connecting the two new developments at Ansty.**

The path from the Bolney Road development through to Crouchfields has been blocked

off. This path would have provided a safe route through to the garage and shop. The Planning Officer has reported this to planning control for investigation.

**20. Updates from MSDC and WSCC Councillor.**

The Councillor was not present at the meeting.

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

**a. Cyclists on footpaths around Ansty.**

The Clerk was asked to provide some more laminated signs to deter cyclists from using footpaths. The Clerk was also asked to write to Cllr Pete Bradbury to ask whether more cycle ways can be provided in the area, particularly around Ansty.

**b. Bench at Staplefield play park.**

Crispin agreed to look at the bench at the play park to determine whether it is repairable or should be removed.

**c. Next Meeting.**

After 7<sup>th</sup> May it is unlawful for Parish Councils to hold their meetings by Zoom. The next meeting on 14<sup>th</sup> June will therefore be held at Ansty Village Centre. Councillors confirmed that they will be happy to meet in person. The Clerk will issue guidance to ensure that the meeting is as safe as possible. It may be necessary to restrict the number of members of the public attending the meeting.

**MEETING CLOSED**

**DRAFT MINUTES SUBJECT TO CONFIRMATION**

## Ansty and Staplefield Parish Council Finances 4<sup>th</sup> May 2021

### Payments for approval

	Ref	Description	Amount
E.on	8	Power to Staplefield phone	<b>40.69</b>
Castle Water	8A	Pavilion water	<b>8.44</b>
EDF Energy	9	Pavilion Electricity	<b>16.00</b>
Vodafone	10	Phone	<b>21.86</b>
Miriam Upton	11	Pavilion supplies	<b>27.97</b>
Peter J Consulting	12	Internal Audit	<b>113.75</b>
Elizabeth Bennett	13	Clerk's expenses	<b>14.39</b>
WSCC	14	Salaries	<b>2065.11</b>
UK Aggregates	15	2 Bus shelters	<b>4821.60</b>
Symes Tree Surgery	16	Tree removal	<b>225.00</b>

### Receipts in March

MSDC	A	Final RMA payment for last year	<b>30.22</b>
HMRC	B	VAT refund	<b>8634.61</b>
MSDC	C	Precept 1 <sup>st</sup> instalment of 2	<b>43508</b>

### Bank Reconciliation

**30th April 2021**

Bank		Cashbook	
Current Account	70707.89	Balance forward	40140.1
Deposit Account	15231.49	Receipts	52172.83
		less payments	-6373.55
	<b>85939.38</b>		<b>85939.38</b>

Approved at Parish Council meeting 4<sup>th</sup> May 2021