

APOLOGIES – there were none.

DECLARATIONS OF INTEREST

Members are invited to make any declaration of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.

Cllrs Clarke and Dye declared Personal and Pecuniary Interests in two planning applications.

Cllr Celia Vince declared a Personal Interest in Jefferies Farm if this were to come up in the meeting.

MINUTES

To resolve that the minutes of the Council Meeting held on Tuesday 5th April 2016 be taken as read, confirmed as a correct record and signed by the Chairman.

The minutes state grant 'received' but this should be 'offered'.

- 0022 RESOLVED** that the amended minutes of the Council Meeting held on Tuesday 5th August 2016 be adopted and signed by the Chairman.

Matters outstanding from these minutes (not listed as separate agenda items)

The new Parish Clerk will be starting on 6th June 2016 and hoped to attend the May Annual Statutory Meeting and hoped to meet all Councillors.

The Acting Parish Clerk has agreed to attend the Parish Office each Friday from 11am – 1pm until the new Clerk is on post.

CO-OPTIONS

To consider co-options to fill two vacancies

Christine Wheatley had previously circulated her details and was sitting in the public gallery if Members wished to ask her any questions. Jeremy Humphries-Davies would be arriving later in the meeting.

- 0023 RESOLVED** to appoint Christine Wheatley as a co-opted Member of Horsted Keynes Parish Council.

Co-optee(s) to sign Declaration of Acceptance of Office

Christine signed the Declaration of Acceptance of Office in the presence of the Proper Officer and was invited to sit at the table with the other Members. The Chairman welcomed her to the Council.

GUEST SPEAKER

James Parkhurst from Abbeyfield to address the Council for a maximum of ten minutes including questions from Members

Mr Parkhurst explained the current plans involving 21 care bedrooms and independent living rooms and the hope to submit a planning application early Summer. He handed out copies of the development proposals from Architects

Cluttons. There was then a discussion about C2 and C3 categories and this would have an impact on the current Neighbourhood Plan information. There have been discussions with Mid Sussex District Council and Stage 1 feasibility is currently being undertaken.

Cllr Clarke asked what was the percentage of Horsted Keynes residents and also the percentage of Horsted Keynes employees. Mr Parkhurst did not have these figures to hand but said he would be able to provide them.

Cllr Wheatley said any design should reflect that this is within an Area of Outstanding Natural Beauty and Mr Parkhurst said there had been meetings with the Urban Design Officer.

The Council was advised that C2 refers to care and with different parking criteria. C3 needs more parking and that they would like to submit the whole site as a C2 application, independent living and care.

Cllr Webster explained that the Neighbourhood Plan had used only C3 and that C2 did not attract CIL (Community Infrastructure Levy) whereas C3 does attract CIL.

The development is full rental unless there is a demand for sales (leasehold).

A member of the public has had concern with Abbeyfield previously saying that there has been very little accommodation for sale in the area and that it is difficult to recruit staff.

The Chairman thanked Mr Parkhurst for attending the meeting. Mr Parkhurst offered to send revised plans to Cllr Kirk.

REPORTS

To receive report from County Councillor

Cllr Christine Field reported that there is a dreadful shortage of care accommodation in this area and there is a need for up to an additional 400 a year. £35m has been made available to support care homes across the County.

Operation Watershed has been re-instated this year and half a million is available for ground and surface water issues. It is essential with Town/Parish Councils work together with the County Council.

Cllr Field said she had received a response from Katy Bourne over the issue of PCSOs and Cllr Field offered to forward this to the Parish Council.

She then referred to a recent White Paper over schools, parent governors, diocese schools, transfer of assets, land etc. and felt the voice of the parent and child should be heard. She asked people to let her know of any concerns.

To receive report from District Councillor

Cllr Lin Stockwell said she was pleased to note that the Neighbourhood Plan is almost there. She referred to Jewsons giveaways and said funds may be available.

The Chairman thanked both Councillors for attending the meeting.

8.29pm Mr Humphries-Davies arrived and so the Council returned to the Co-options item.

0024 RESOLVED to appoint Jeremy Humphries-Davies as a co-opted Member of Horsted Keynes Parish Council.

Co-optee(s) to sign Declaration of Acceptance of Office

Jeremy signed the Declaration of Acceptance of Office in the presence of the Proper Officer and was invited to sit at the table with the other Members. The Chairman welcomed him to the Council.

COMMUNICATIONS

The Chairman apologised that there was not a list under this category however, Tim Rodway had asked to give a presentation to the Council concerning possible development and he had been invited to the next meeting on 10th May 2016.

PLANNING

To receive report on Planning Applications received and MSDC decisions

The Planning Committee met earlier in the evening and full details are available in the Planning Committee minutes.

FINANCE and GOVERNANCE

To authorise schedule of payments and note receipts and year to date expenditure

There was no schedule of payments but this would be referred to the May meeting of Council.

To arrange a meeting of the F and G committee

It was not possible to agree a date at this time so the matter would be agreed via email.

To consider change of timescale and period of time for the preparation of the Parish Council Business Plan for the period April 2016 to March 2019, originally planned to be submitted to the Council by April 2016 for consideration

It was AGREED this matter should be moved on.

Toilets, Greens and Recreation Ground/Highways

To receive report from TGR committee and update from TGR Members

It was noted that the tree pruning has been completed.

There had been an approach by Wall to Wall to use the Village Green for filming for two hours (12 – 2pm) on Thursday. It was suggested Wall to Wall might like to make a donation to the Parish Council.

To note TGR recommendation that the Parish Council should take a position of supporting local businesses to put out a sign on the Village Green, but there may be an issue of liability

It was AGREED the Clerk would check out the Deeds and then prepare a draft policy for the TGR Committee to consider.

To consider TGR recommendation that rather than repair the clock that it be replaced

It was noted that it would cost over £2,000 for repairs to the clock and no decision was made at this time.

To note the setting up of a Working Group to organise and run the Village Picnic to commemorate H.M. the Queen's 90th Birthday which will provide details of insurance, 3rd party Public Liability, Risk Assessment etc. at the May Parish Council meeting.

Noted

- 0025 RESOLVED** to underwrite the event in the sum of £2,000. The Working Group would give details to the Acting Clerk.

To consider applying for Borrowing Approval in order to replace the playground equipment (as discussed by TGR committee)

The Acting Clerk advised that before the Council could seek a loan from the Public Works Loan Board it would need to apply to the Secretary of State for Borrowing Approval. When this is granted the Council borrow from any source although the PWLB usually offers the lowest interest rates.

- 0026 RESOLVED** to ask for borrowing approval of £100,000 in order to start the process although it was anticipated that the total amount would not be needed to replace the play equipment.

To consider TGR recommendation that the Parish Council seek a Public Works Board loan to cover the renewal of the play area.

See minute 0025. Further discussions would take place when approval is received and quotations obtained. In the meantime, it was hoped sample play areas could be displayed at the Parish Meeting.

GENERAL

To note procedures in Standing Orders applicable to Committees and those relating to contact with the Press

The Chairman reminded Councillors that Standing Orders should be adhered to and referred in particular to S.O. 23

NEIGHBOURHOOD PLAN

To agree website changes including new opening page for Neighbourhood Plan

0027 RESOLVED to note that the changes had been completed with previous information being archived. The NP page would go live in the morning and Cllr Vince would have access until the end of the week when the new email would revert to the Clerk.

To agree text on advertising leaflets and posters (copies will be email to all Councillors and Acting Clerk by the end of the week)

The Chairman advised the importance of getting the wording over Data Protection correct and he would double check to make sure the website was correct and then Beverley would upload other papers.

0028 RESOLVED to accept the text and the Data Protection information.

To agree C3 be added to housing policy section of Abbeyfield

0029 RESOLVED to include the C3 policy into the Neighbourhood Plan.

To agree the up-to-date quotation from Chris Bowden, Navigus

0030 RESOLVED to pay invoice 303 in the sum of £2982.00 but in future Council needs to monitor more closely and for Navigus to submit invoices more regularly.

To agree that the updated plan and documents be formally submitted

0031 RESOLVED that the updated plan and documents be formally submitted.

REPORTS

To receive and consider reports from Councillors

Cllr Dye reported that he had spoken to the County Council about the debris at the top of Freshfield Lane.

Cllr Clarke reported that the verges are not due to be cut until the end of May and there was a query about which verges are scheduled under wildlife protection.

Cllr Luckhurst reported that the ditch outside Pendle, Birchgrove Road is breaking up and that this should be reported to the County Council.

DATE OF NEXT MEETING

To note that the next meeting will be held on Tuesday 10th May 2016 and will be the Annual Statutory Council Meeting followed by the Parish Meeting at 8pm.

COMMENTS FROM MEMBERS OF THE PUBLIC

Tim Griffiths asked if the play area would be just for children or would there be fitness equipment for adults too.

Loz Allan said it was difficult to hear Councillors speak when the public is sitting in the back of the room.

Helena Griffiths asked how villagers would know about the ability to comment on the Neighbourhood Plan and she was advised that 600 fliers were being delivered throughout the parish.

Karen Griffiths asked about QRWebtech in Horsham and she was advised that they only host the site.

Helena Griffiths felt that changing the Abbeyfield criteria to C3 could open us up to the service disappearing.

In response to a question Cllr Webster said the information received on the Consultation Days was being used.

The meeting closed at 10pm

SignedDate