

**Full Parish Council – Minutes
Unconfirmed**

HORSTED KEYNES PARISH COUNCIL

Minutes of the
Meeting of **HORSTED KEYNES PARISH COUNCIL** held on **Tuesday 8 November 2016** at
7:30 pm in the Village Hall, Horsted Keynes

PRESENT: Cllrs David Colville (Chairman) John Luckhurst
Keith O'Regan (Vice Chairman) Sarah Webster
Rufus Clarke Chris Wheatley
Billy Dye
Mike Kirk
Jez Humphreys-Davies

Also in attendance: Michaela Frost- Parish Clerk
Cllr C Field, WSCC
Cllr Lynn Stockwell, MSDC
21 Members of public

Before the commencement of the meeting, there was a presentation from Sean Reardon of Signature Prime Properties concerning the field at Ludwell on Waterbury Hill.

PUBLIC PARTICIPATION

A Member of the public requested further information about the Neighbourhood Plan and the interim report being provided by the Consultants appointed by the Parish Council. In response, the Chairman informed those present that it was hoped that the Consultant's report would be placed on the Council's website in the w/c 14 November. The report would be the basis for discussion at the Extraordinary meeting scheduled for 22 November 2016.

A Member of the public, made a statement to the Parish Council which can be summarised as follows. Horsted Keynes is a beautiful village and any of the three planning applications which have been presented to the Parish Council go ahead it will be the end of Horsted Keynes and the village will become like Lindfield. If the people of Horsted Keynes appreciate the countryside then there shouldn't be too many houses built on this land.

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A Member of the public, also made the following observation concerning the presentation made by Prime Properties. It was understood that any landowner had the right to react to the call for land as it may be their future livelihood. The member of the public suggested that there seemed to be much focus on potential development with many parishioners unaware of alternatives. The member of public also suggested that many villagers were unaware of the Independent Review and perhaps this should have been summarised in the P&P. He went on to say that the Parish Council should take into account the views of parishioners before commenting to Mid Sussex District Council. Finally the member of public commented that those who wish to see rural characteristics maintained should be able to have a platform to put across opposite views. The Member of public urged the Parish Council to cast aside personal loyalties and make judgements based on balanced views and information.

In response, the Parish Council reassured those present that The Independent Review was available on the website.

APOLOGIES – Chris Hersey, MSDC and Celia Vince.

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.

Councillor Keith O'Regan declared a personal interest in the item on the Coffee Shop at the Pavilion on the Recreation Ground. Mr Regan's sister was the applicant, K McNaughton.

Councillor D Colville declared an interest in item 8 on the Agenda regarding planning in that he was a personal friend of one of the applicants concerning 3 Hillcrest, Horsted Keynes.

MINUTES

To resolve that the minutes of the Council Meeting held on Tuesday 11 October 2016 be taken as read, confirmed as a correct record and signed by the Chairman with the following point of clarification:

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At the meeting on 11 October, Helena Griffiths, a local resident actually made the following statement:

The ROSPA report stated that there were minimal repairs needed to the playground, but a duty of care is owed to the villagers who use the playground to ensure that these repairs are undertaken ASAP. This should be undertaken despite the plans for a new playground!

- 0105 RESOLVED that the minutes of the Council Meeting held on 11 October 2016 be adopted and signed by the Chairman.

MATTERS ARISING

The Clerk reported that the light in the bus shelter and the gentleman's toilets had now been fixed.

It was noted that the RFO was continuing to investigate the possibilities of an electricity contract over a three year period.

The Clerk updated the Parish Council about the fingerposts in the village. Several of the posts had now been fitted. The Clerk had requested that the members of the Toilets, Green and Recreation Committee (TGR Committee) undertake a survey of the work and any outstanding posts.

FINANCE AND GOVERNANCE

- 0106 RESOLVED to approve the schedule of payments and note the receipts and year to date expenditure. The document was signed by the Chairman and a Councillor.

NEIGHBOURHOOD PLAN

The Chairman informed the Parish Council that the Clerk had written to all the landowners and Developers who had been part of the original call for land to see if they still wished their land to be considered and whether there was any new information regarding their land. There had been five responses. All the responses had been forwarded by the Clerk to the consultants appointed by the Parish Council to complete the Neighbourhood Plan work.

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The Chairman also informed the Parish Council that due to the vast amount of correspondence received the interim report from the consultant would be delayed slightly, but it was hoped that the interim report would be available on the Council’s website on 14 November 2016. The Extraordinary meeting to consider the interim report was scheduled for 8pm on 22 November 2016.

0107 **RESOLVED** to note the update on the Neighbourhood Plan.

TOILETS, GREEN AND RECREATION GROUND AND HIGHWAYS

The Parish Council received a verbal report from the Toilets, Green and Recreation Ground and Highways Committee (TGR) Committee Members and noted the unconfirmed TGR Minutes of 27 September 2016. The Chairman of the TGR Committee reported that there would be a meeting of the Committee on 29 November 2016. The TGR Committee had been busy making arrangements for the Christmas tree in the village and it was noted that the Horsted Club was also hoping to have some Christmas lights in one of the trees on the Green. The Clerk explained that the Horsted Club would need to sign an agreement and confirm that they had adequate public liability insurance for the lights. The Chairman of the TGR Committee would liaise directly with Mr Jones of the Horsted Club and would report back to the meeting of the TGR Committee on 29 November 2016.

The Chairman also informed the Parish Council that recently lorries had been seen turning round and passing over parts of the Village Green. It was important to protect the Village Green and the TGR Committee would discuss this further at their meeting on 29 November.

The Walnut tree by Victoria Cottages needed some branches cutting back and it was agreed that the Clerk would apply for the necessary permissions.

0108 **RESOLVED** – to note the update.

Councillor Sarah Webster updated the Parish Council about the Recreation Ground Playground Working Group. Notes of the last meeting of the Working Group had been circulated together with a play area improvements brief and examples of playground tenders from Richmond.

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It was noted that at the last meeting of the Working Group specific equipment had been considered in depth and contact had been made with Mid Sussex District Council in order to obtain advice on the drafting of a tender. Mid Sussex were currently advising on a draft tender document prepared by the Working Group.

The Parish Council congratulated the Working Group on the work they had undertaken so far. It was suggested that as the Council’s Proper Officer the Clerk would now need to liaise with MSDC to ensure proper processes and protocols were in place. For example it was important to ascertain whether any possible tender would be subject to contract regulations and Contracts Finder. The Clerk would also need to seek advice about the status of the recreation ground as it was governed by a charitable trust. Enquiries would need to be made with the charity commission concerning development at the recreation ground.

The Clerk reminded the Parish Council that it had previously that the interim Clerk should look into loan arrangements with the Secretary of State. The Clerk explained that at the Parish Council meeting in April 2016 the following had been agreed:-

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.

It was acknowledged that there was a great deal of bureaucracy to manage and it was agreed that the Clerk should now work closely with the Playground Working Group in moving the tender process forward.

0110 **RESOLVED** – to note the update and request that the Clerk and the Playground Working Group work together to move towards the next steps in the process.

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The Clerk updated the Parish Council about the Proposal from Kay McNaughton (a local resident) and Kelly Howes (a local resident) to open a café at the Memorial Pavilion. A planning application had now been submitted by the local residents at their own expense. Once the decision had been made about the planning application, the Council could then look into the legalities of the proposed coffee shop and a possible lease.

0111 **RESOLVED** – to note the update.

PLANNING

0112 **RESOLVED** – to note the update from the Planning Committee Chairman that four applications had been considered – three with no objections. The application for a proposed detached house at Trinity in Horsted Keynes did raise some concerns and the Planning Committee had agreed to pass comments to the planning officer at MDSC concerning the impact on the highway, neighbours and over development.

REPORTS

To receive report from County Councillor – Councillor C Field spoke of winter resilience and the fact that the health service was under a great deal of pressure. She encouraged all parishioners to have the flu jab.

To receive report from District Councillor – Councillor Stockwell, Mid Sussex District Councillor reminded the Parish Council that MSDC remained busy dealing with the District Plan. The Inspector would begin their deliberations on 29 November 2016. The Parish Council noted that devolution continued in MSDC with all 26 Parish councils in the area remaining positive about devolution. Cllr Stockwell also reported that MSDC had some concerns around homelessness in the district as the number of people classed as homeless was rising. Crime in the area remained low. The link to the district plan website was now available on the Mid Sussex website.

To receive and consider reports from Councillors: None

GENERAL

The Parish Council also discussed the visioning exercise that had been undertaken in September. The notes of the visioning exercise had been circulated prior to the meeting in October and the Clerk would post them on the website.

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At the last meeting, the Chairman asked the Parish Council to consider the next steps and think about which sub committees might need to be developed and which members of the community might like to become involved to move the business plan forward. It was hoped that the Annual Parish Meeting would focus on the development of the business plan.

The Parish Council discussed the possible role of community groups and which areas should be the focus of further research and discussion. It was agreed that in the next edition of the P&P there should be a section on creating the business plan which identified these areas of development. Areas and topics were identified with the hope of setting up small community working groups to research and consider these areas in more detail. A Parish Councillor would become the facilitator for each topic area and it was hoped that members of the community would become involved. The areas agreed were:

- Youth – Councillor Chris Wheatley would lead in this area;
- Sporting Facilities - Councillor Kieth O’Regan would lead in this area;
- Community Assets – Councillor Kirk would lead in this area;
- Communications – Councillor Rufus Clarke would lead in this area;
- Voluntary – Councillor Colville would lead in this area.
- Discretionary Grants – Councillor Colville would lead in this area.

0113 **RESOLVED** – to request that the Clerk place an article in the P&P concerning the development of the visioning exercise and the business plan for the village..

COMMENTS FROM THE PUBLIC

A Member of the public suggested that there was a need for a Doctors Surgery still in the village.

Members of the public requested further information about how the information for the Extraordinary Meeting on 22 November would be shared with local residents. The Clerk informed those present that the website would be updated with all the information available.

A Member of the public requested information on how the Parish Council would gauge public opinion following the meeting on 22 November. The Chairman explained that

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the Neighbourhood Plan process meant that eventually the Plan would go to referendum and this is when Horsted Keynes residents would be able to vote.

A member of the public informed the Parish Council that there were still some potholes up on Cinder Hill. The Clerk would inform WSCC Highways again about the potholes.

The meeting ended at 9:00 pm

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