

Full Parish Council – Minutes

Unconfirmed

In response to a query about whether planning permission is required for the climbing unit, Sutcliffe have advised that it is likely that Planning is required – this is tall piece of equipment and is over 4m high. Sutcliffe advised that once the contract is signed and agreed they would advise further on planning applications, but in their experience, this would be permitted.

In response to a query about whether the Parish Council Should be waiting and using s106 monies and CIL to fund the refurbishment/ replacement of the play area it was noted that the Community Infrastructure Levy (CIL) was introduced by the Government in 2010. The purpose of CIL is to raise funds from developers to help pay for infrastructure that is required to support new development across the district. The Community Infrastructure Levy will simplify and largely (but not entirely) replace the existing system of Section 106 Planning Obligations. The latter will continue for provision of affordable housing and a range of site specific infrastructure. The CIL works through a fixed levy per square metre of new residential floor space which reflects local market conditions. The funds generated are pooled and directed to a list of new and upgraded infrastructure (the so-called section 123 list) required to serve planned growth across the district, so funds are not necessarily spent where they are generated.

MSDC is working on the introduction of a CIL for development in Mid Sussex. A preliminary charging schedule has been published for consultation, proposing a charge of £235 per square metre for new housing in rural areas of the district (**18**). However, the schedule has not been submitted for formal examination or adopted by MSDC. It is likely that commencement of the CIL will follow on from adoption of the new District Local Plan.

Nevertheless, the CIL is likely to be the main mechanism for delivering the new infrastructure to support housing development over the life of the NDP to 2031. The bulk of the CIL receipts will go to MSDC and priorities for spending will be determined by them. After commencement, 15% of any CIL receipts would be retained by the parish council. If the NDP is adopted, this element will rise to 25% and can be spent wholly in the parish on infrastructure priorities identified by HKPC.

As a general point, Section 106 Planning Obligations and CIL can only address infrastructure requirements arising directly from new housing development. They cannot be used to address any existing infrastructure deficiencies.

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PUBLIC PARTICIPATION

Phil Miles requested further information about the budget and discretionary grants. At a previous meeting he had raised the fact that there had not been enough funds in the discretionary grant pot last year for all those that had requested monies. It had been hoped that this would be rectified this year, but the budget for the discretionary grants was the same in the draft budget circulated. In response The Chairman clarified that the Finance & Governance Committee had considered this at their last meeting and would be providing feedback and new guidelines for discretionary grants at the next Parish Council meeting in February.

Helena Griffiths addressed the meeting with regard to the proposed refurbishment and replacement of the play are. She stated that most people were in agreement that something needed to be done to the play area, but that there were other alternatives to the huge amount of monies being proposed to be spent by the Parish Council. Helena continued by stating that s106 monies from the Jeffries Farm development would have introduced £44,000 s106 monies for Horsted Keynes. There was no need to place the village in debt.

In response Cllr Mike Kirk gave a definition of s106 monies and stated that housing developments in the village were in the future and not agreed yet. The playground is outdated and needs refurbishment/replacement now.

Mrs Lawton expressed concern that the Minutes of the last meeting had not recorded her name correctly and did not reflect what she had said at that meeting. She explained that at the last meeting she had asked the question would the existing playground go if it was not replaced and the Chairman had answered no. She also asked that the Minutes be amended to reflect the discussion which was held concerning advertising the extension of time for the play area vote. The Parish Council had agreed to place further posters around the village advertising the extension of time for the vote.

The Clerk explained that the Minutes were not a verbatim record of what was said, but would make an amendment to the Minute which reflected her comments.

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A resident also asked a question about planning and whether the large piece of equipment in the play area would require planning permission. Cllr Webster was able to confirm that initial enquiries had been made of Mid Sussex, but Sutcliffe had explained that once the contract had been signed, they would advise the Parish Council on any planning applications.

The Co Chairman of the Pre School stated that many people in the community supported the development of the play area.

Mary Manville stated that there was a realisation in the village that something needed to be done to improve the play area, but if the Parish Council does not have enough money to pay for it why should people who do not want it, have to pay for it through their council tax.

Another resident asked a question about the proposed sunken trampoline in the play area and the safety aspects of providing such a piece of equipment. Cllr Webster was able to explain that Sutcliffe had advised that the trampoline is excavated to 0.5 m deep and the springs are fixed in such a way that you bounced down not up. Newick Parish Council had recently installed a similar piece of equipment. The trampoline is installed as one piece and comes out in one piece for ease of maintenance.

Another resident asked a question about the budget and what allowances had been made for maintenance for the new play area.

Cllr Webster was able to confirm that the new play equipment is guaranteed for ten years and the Parish Council budget for maintenance at the play area already.

Another resident stated how important it was to have something for the young people in the village. There is not any provision for football scouts, youth club etc. It was good to see the Parish Council taking some pride in the village. At the moment parents take their children to Lindfield or Ardingly if they wish to visit a play area.

Another resident asked if the working group had projected how utilised the new play area would actually be. They stated that the outside gym equipment was a waste of time.

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APOLOGIES – Cllr O’Regan, Cllr Clarke and Cllr Lea.

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.

Cllr D Colville declared an interest in the item on the agenda concerning the planning application in Church Lane as his home address could be considered to be Church Lane.

Cllr C Wheatley declared an interest in the item on the Agenda concerning the planning application in Church Lane as this is where she lived.

Cllr Hersey declared an Interest:

I wish to advise that with regard to any comment (s) I may make on any planning application on tonight's agenda, I reserve the right to alter my views on any application and submission should it come before Planning Committee or the District Planning Committee, following reading the Planning Officer's report, considering any verbal update the Planning Officer may provide and taking into account the views expressed by other Members or members of the public at the meeting.

MINUTES

To resolve that the minutes of the Council Meeting held on Tuesday 12 December 2017 be taken as read, confirmed as a correct record and signed by the Chairman subject to the amendment to the amendments requested by Mrs Lawton. (See above).

Matters Arising - The Clerk reported again that she would contact West Sussex County Council concerning the terrible condition of Waterbury Hill. The Clerk would hopefully be able to provide an update to the next meeting.

The Clerk also informed the Parish Council that she had received one quote to repair he potholes outside the Crown. The Clerk requested that under Financial Regulation 11.1 she be allowed to continue with the one quote as this was the only one that had been received. The Parish Council requested that Cllr Dye have a further look at the potholes to see if there could be any further savings made before the Clerk instructs the

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contractor to carry out the work. It was also suggested that the Crown pub be contacted to see if they would be willing to make a contribution to the costs.

REPORTS

To receive a report from County Councillor: Apologies received from Cllr Lea as he was attending a meeting in Chichester,

To receive a report from District Councillor: Cllr Hersey reported that Mr Browne the examiner for the District Plan had requested a further enquiry meeting on 5th February mainly in relation to the Hassocks Strategic site. Cllr Hersey explained that the District Council would have to see the results of this enquiry and whether further modifications to the Plan were then required. Cllr Hersey also reported that all District Members had received the Corporate Plan which was the vision for the financial year. The Scrutiny Committee would consider the draft budget and Plan on 30 January and then would be considered by the full District Council at their budgetary meeting. Cllr Hersey further reported that there had been some changes to the staff structure at the District Council in anticipation of increased planning applications and the request from Government to look into why more social housing is not being built. Cllr Hersey reassured the Parish Council that the delay in the District Plan should not slow the progress of the Horsted Keynes NP.

To receive reports from Parish Councillors: Cllr Humphreys-Davis updated the Parish Council about communication and the Parish Council’s website provider supplying a plug in to allow the Parish Council to provide a subscription service. The update for the website and provision of this service was within the draft budget and if the draft budget was agreed the Clerk and Cllr Humphreys Davis would instruct the web provider to commence the work.

TOILETS, GREENS & RECREATIONAL GROUND AND HIGHWAYS

The Chairman of the TGR &H Committee updated the Parish Council about current issues and it was noted that the light in the toilets and bus shelter had been fixed, but that there was a problem with the Wallgate sanitary unit in the ladies toilets which was making the lights trip. The Clerk would contact the Wallgate Company and ask that they come out and investigate. At the next TGR & H meeting the Committee would look at issues to do with the Green as there had been some damage caused lately by lorries. The Committee would also consider the request from the St Giles Primary school to move the school sign which was on the Green.

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The Clerk then advised the Parish Council about the results of the play area vote which had been undertaken as part of the public consultation to see if the local community were in support of the play area being upgraded and the precept being increased to cover any repayments from a loan. The public consultation had appeared in the P&P and parishioners had been requested to vote. The vote had been extended until 6 January 2018. The Clerk had counted the remaining vote from the extension of time that had been given over Christmas. The results were:

280 votes received in total (6 spoilt papers)
191 people voted YES for the play area
89 people voted NO for the play area
171 people voted yes to the outside gym
109 people voted NO to the outside gym.

Cllr Dye expressed the view that the results were conclusive with regard to the provision of a new play area and the increase in precept to repay the loan. He was not so sure the results with regard to the outside gym were as conclusive.

Cllr Hersey indicated that he had originally been looking for 50% of the electorate voting in favour of spending public money, but that 280 out of an electorate of 1200 was only a 23% representation. Nevertheless, the play area is not fit for purpose and the Parish Council has a duty of care to repair and replace the play area for the local community. Cllr Hersey would also suggest that the Parish Council proceeds with the play area refurbishment/replacement, but defers any work on the outside gym until a later stage.

Cllr Humphreys-Davis explained that he had undertaken some research with regard to turnout of electorate for voting and on non-general election days, a 23% turnout would be considered favourably. He continued that of those who had voted within Horsted Keynes 68% were in favour. Cllr Humphreys-Davis saw this as a strong mandate to proceed with the upgrade of the play area by increasing the precept in order to take out a loan.

The Clerk reported that SALC had agreed that a 23% turnout was good and the results were conclusive.

Cllr Vince also agreed that the results showed a strong mandate in favour of upgrading the play area.

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Cllr Wheatley also concurred that this was a strong mandate and although the support for the outside gym was not as strong thought that the outside table tennis area should still be considered.

Cllr Dye proposed that the Parish Council proceed with requesting permission to take out a loan from the Public Loans Board. The precept would need to be increased in order to meet any loan repayments. He also proposed that the plans for the outside gym be deferred. Cllr Hersey seconded this proposal.

The Parish Council voted unanimously to apply for a loan from the public loans board to pay for the upgrade of a new play area at Horsted Keynes Recreation Ground. In order to meet any future repayments of a loan, the precept would be increased accordingly. (Please see Minute below with regard to the budget and precept)

The Clerk advised that as the results of the public consultation vote had been considered favourable by the Parish Council, a specific minute needed to be agreed to meet one of the guidelines set out by the Secretary of State for applying for a loan from the Public Loans Board. The Chairman then explained that because the figures of the budget would need to be adjusted to account for upgrading the play area only and not the outside gym, the Parish Council should delegate to the Clerk to complete the Minute in full once the exact figures had been established. **AGREED** as follows:

RESOLVED: to seek the approval of the Secretary of State for Communities to apply for a PWLB loan of £ 85557.7 up to 10 years to refurbish and replace the play area within the recreation ground at Horsted Keynes. It is also intended to increase the precept for the repayment of the loan. It is estimated that the increase would be by 28.2% which would be the equivalent of about £13.67 extra on a Band D dwelling.

(this does not include the increase in precept calculation for general increased maintenance costs across the Parish Council – see appendix A for total)

FINANCE AND GOVERNANCE

- 054 **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.
- 055 **RESOLVED** to approve the contracts for 2018/19 for the maintenance of the Green, Toilets and Bus Shelter (previously circulated)

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The Parish Council considered the draft budget. Initially two draft budgets had been circulated. One budget with loan repayments regarding the loan for the play area and one without loan repayments. The Parish Council had now decided to only apply for a loan with regard to the upgrade of the play area and not the outside gym equipment. In view of this, the Parish Council would need to delegate to the Clerk to adjust the figures accordingly. The final budget would be included with these Minutes as Appendix A. Aside from the loan repayments for the play area upgrade the draft budget also showed an 8% increase in the precept. It was noted that this was due to increased maintenance costs at the memorial pavilion, grass cutting on the Green and website upgrade.

- 056 **RESOLVED** to (1) request that the Clerk together with the Finance & Governance Committee finalises the draft budget and circulate to the Parish Council
(2) finalises the precept figure and forward the final precept figure to Mid Sussex District Council by 31 January 2018;
(3) complete the loan application to the public loans board and submit as soon as practicable.
(4) attach the final budget and precept calculation as an Appendix to these Minutes.

The Parish Council also considered the Special Reserves held and it was agreed that a few accountancy amendments were required, but the figures were correct.

- 057 **RESOLVED** to note the Special Reserves held by the Parish Council.

The Parish Council also received an update from Cllr Vince concerning the Tennis Club Review. Cllr Vince explained that the Finance & Governance Committee had discussed the review at their last meeting. It was noted that due to large workload the Parish Council had there had been a considerable delay in getting the review underway. The Finance & Governance Committee were therefore recommending that the agreement and rent remain at the same level for this year 2017/18 (that being £500) and that the review now concentrate on the next financial year 2018/19. It was agreed that the Clerk would write to the Tennis Club explaining the situation.

- 058 **RESOLVED** – to note the update and request that the Clerk invoice the Tennis Club for this year’s rent of £500 and explain that the review of the agreement and rent would be for 2018/19. (it was noted that a Charity Trustees meeting would need to meet formally to agree to the rent charge)

NEIGHBOURHOOD PLAN

The Chairman updated the Parish Council about the current situation regarding the Neighbourhood Plan. The Neighbourhood was currently going through the consultation period which would come to an end on 1 February 2018. Mid Sussex District Council

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were currently liaising with the Parish Council over the appointment of an examiner. It was hoped that there would be a further update at the next meeting.

PLANNING

The Planning Chairman provided an update on the planning applications received. There had been two applications for consideration. There had been no objections to the planning application for 10 Rixons Close except for some reservations about the materials being used for the roof. The Planning Committee had also considered the application made by the Tennis Club for floodlights at the courts. The Planning Committee had objected to the planning application.

The Parish Council then considered the planning application DM/17/4913 Land parcel to the rear of peacocks Church Lane. Cllr Colville was unable to take part in the discussions and it was agreed that Cllr Hersey would chair the meeting for this item.

Cllr Webster indicated that she did not support the application. She commented that the land parcel had been considered along with the neighbourhood plan and had not formed part of the plan. Cllr Webster also was concerned about access along church lane and the safety of pedestrians especially children walking to and from school. Cllr Vince also spoke and did not support the application. She explained that the parcel of land fell within the Conservation area and was part of the AONB. Building on this piece of land would materially change the identity of the village.

Cllr Kirk also stated that he did not support the application as it fell within the AONB.

Cllr Humphreys-Davis also referred to the AONB and the fact that there were Grade 1 listed buildings in Church Lane. He stated that this was the oldest part of the village.

Cllr Hersey also objected to the planning application and proposed that the Parish Council indicate to MSDC that on landscape the application does not meet the National Planning Framework to protect landscapes in the AONB. The application was within a conservation area and would impact on the rural nature of the area and distract from the beautiful views. The proposed new access to the site along church lane adds a suburban element to the area which would be a material change.

061 **RESOLVED-** that the Parish Council unanimously objects to the planning application for the reasons given above.

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DATE OF NEXT MEETING

13 February 2018

COMMENTS FROM THE PUBLIC

Mr Mulcare stated that the spring at Waterbury Hill goes under the road and causes the damage to the road. The “Elastoplast” job undertaken by West Sussex County Council last time did not last and two large holes have appeared. Cars are swerving to miss the holes and there would be a terrible accident soon. West Sussex County Council need to structurally alter the spring to divert the water away from the road.

The Clerk indicated that she would speak to West Sussex County Council and the local County Councillor and stress that the situation at Waterbury Hill needed urgent attention.

Brian Oliver stated that he was grateful that the Parish Council were opposing the planning application for Church Lane in the sledging field. He reiterated that the fact that the Neighbourhood Plan had now been submitted gave it more weight. He was concerned over the delay of appointing an examiner.

The Chairman explained that the Parish Council together with the District Council would appoint an examiner and had asked to see CVs and for available dates in order to avoid further delay.

Nick Geering also raised the problems at Waterbury Hill. Nick Geering also thanked the Clerk for making the development plans for his land available on the Parish Council website. He also reported that there was still some change of use at Beggars Pit and believed there to be the storage of clothes. The Clerk would contact Mid Sussex again for an update.

Karen Griffiths suggested that the Parish Council look at the West Hoathly Parish Council budget as they budgeted £35 per pothole. Karen Griffiths also asked about the results to all the questions in the play area vote.

The Clerk suggested that Cllr Dye should inspect the potholes again at the Crown and report back to the next meeting of the TGR & H Committee on action that was needed. The Clerk would contact the Landlord of the Crown about possible contribution towards the cost of repair. The Clerk also reported that the results of the vote were as stated earlier in the meeting.

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A resident who lived close to the Recreation Ground made the point that once work commenced for the play area upgrade no soil removal should end up on her land. She explained that last time some work had been undertaken at the Recreation Ground a great deal of soil had been dumped in her hedge. The same resident explained that her house also fed of the same water meter as the pavilion and the tennis club. The Clerk requested that she contact her with all the details with regard to the water supply.

Helena Griffiths commented that she had seen someone in the gent’s toilets at about 6:30 am one morning and the fan in the ceiling seemed to be making a great deal of noise. The Clerk would ask the TGR & H Committee to look into this, but it was suggested that the cleaners do enter the toilets early each morning. Helena also stated that it was important to make the Tennis Club aware that the agreement with the Parish Council stated that the courts could only be used in daylight hours.

Lastly, Helena confirmed that the decision to proceed just with the play area upgrade and not the outside gym equipment was a fair compromise.

The meeting ended at 9:55 pm

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Aeppndix A – to follow.

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