



WEST HOATHLY PARISH COUNCIL

representing Highbrook, Selsfield, Sharpthorne, Tyes Cross and West Hoathly

Document Reference 2216

Minutes of the Meeting of West Hoathly Parish Council held on Monday 27th June 2022 at 7:30pm in West Hoathly Village Hall

Members

Ken Allfree
Will Buckley
Martin Robinson
Michael Curties*

Paul Brown
Kevin Gould (Vice Chairman)
Douglas Denham St Pinnock (Chairman)
Amy Marshall*
Bob Darvill

* denotes absence

Also present:

Leanne Andrews (Clerk)
Cllr Garry Wall
Cllr Lin Stockwell

There were 5 members of the public present

The 5 members of the public in attendance raised their objections to planning application DM/22/1628- Apple Barn, Plawhatch Lane, Sharpthorne. The letters of objection submitted to MSDC were shared with the council prior to the meeting. The members of the public voiced their concerns that if the application is not dealt with properly at this stage, the issues are unlikely to be rectified later.

47)To receive apologies for absence

Apologies were received from Amy Marshall and Michael Curties.

48)To receive declarations of interest from Parish Councillors in respect of any matter on the agenda.

Cllr Paul Brown declared an interest and stated the following- "I am a member of the Planning Committee at Mid Sussex District Council which determines some planning applications in the district. Any views I give on applications on which the Parish Council is a statutory consultee are preliminary and I reserve my right to give a different view should the matter get determined at the Planning Committee."

49)To approve minutes of the Meeting of West Hoathly Parish Council held on 23rd May 2022 (Document Reference 2213)

The minutes were approved as a true record and signed by the chairman.

50)To receive the clerk's report

The clerk's report was noted.

51) To receive Councillor reports**a) West Sussex County Councillor Report- Cllr Wall**

- West Sussex Bus Survey is now live.
- Awaiting report on PROW
- Social Care- remains challenging, not enough money in the system
- New Integrated Care system goes live in July.

Cllr Wall met with Highways Area Manager Richard Speller and Chairman of the Council, Douglas Denham St Pinnock on the 24th June to discuss ongoing highways issues in the parish.

The following were discussed:

- Diversions, road closures and associated signage.
- Safer crossing at the Fox. It was agreed to explore the possibility through the community highways scheme- data will be needed.
- Surface dressing work- limited solution to prolong maintenance.
- SID application may be worth progressing, business case needed.
- Barrier outside Sharpthorne New Playground.
- Gullies- there are now three gulley clearance teams. It was noted that the gully near Bankside needs repair.
- A new patching machine is available in West Sussex.
- Richard Speller gave permission for rocks to be reinstated at The Hollow/ North Lane junction

It was noted that there is a large music event at Ardingly Showground on the 15th, 16th, and 17th July.

b) Mid Sussex District Councillor Report- Cllr Stockwell

- Mid Sussex Site allocation DPD is due to be adopted at the full council meeting on the 29th June.
- Mid Sussex Applauds is now live, closing date 19th September
- MSDC is proposing to invest £1.5 million in temporary accommodation that will support homeless people- Six flats on the site of the old Swan Mead Centre on Queen's Road East Grinstead to provide accommodation for local people who are in housing need.
- Sharpthorne Playground- Pushing to have the grass cutting schedule upgraded.

Mid Sussex District Councillor Report- Cllr Brown

- **Sharpthorne New Playground-** the grass was measured as between 20 and 24 inches in height before being cut. MSDC advised that the two weeks leading up to the Jubilee weekend, grounds maintenance contractors worked to ensure all locations where confirmed events were taking place were prepared to a good standard. This meant that resources were diverted as part of the preparation.
- A proposal to rearrange the three scrutiny committees is to be discussed at Full Council meeting on the 29th June.

Cllr Wall left the meeting.

52) Planning applications

a) To note decisions from the Local Authority

The following applications have been granted permission

DM/21/3366 - Glebe House, Church Hill, West Hoathly

DM/22/1223 - The Cat Inn, North Lane, West Hoathly

DM/22/1263 - 2 Yew Tree Cottages, Ardingly Road, West Hoathly

The following application has been refused

DM/22/0402 – Buttinghill, Hook Lane, West Hoathly

b) To consider planning applications received from the Local Authority

DM/22/1644 - 6 Hoathly Hill, West Hoathly

Application to remove property from Section 52 legal agreement dated 29th December 1986, following on from application DM/19/3820.

The Parish Council had **no objections**

DM/22/1923- 19 Hoathly Hill, West Hoathly

Application to remove property from Section 52 legal agreement dated 29th December 1986, following on from application DM/19/3820.

The Parish Council had **no objections**

DM/22/1628- Apple Barn, Plawhatch Lane, Sharpthorne

Change the use of the existing structure and provision of an artist's studio and associated works.

The Parish Council support the neighbouring properties objections and **object** to the application for the following reasons.

The site address on the planning application is incorrect. The land in question (title WSX412303) was separated from 2 Horncastle Cottages (title WSX78308) prior to the sale in 2020.

Access & Parking

The application does not demonstrate safe pedestrian access given that the access track connects to a roadway subject to the national speed limit. There are no footpaths on either side of Plawhatch Lane and no nearby public transport, all of which are contrary to Policy DP21 of the Mid Sussex District Plan (2014-2031)

There are currently no provisions for parking on site, as required under West Sussex County Council's Guidance on parking at new Developments (2020)

The access track is already delicate and collapsing in areas. Additional daily use will cause further damage, meaning access for service vehicles maintaining properties 1-3 and Horncastle Place may become increasingly difficult.

Drainage

No detail has been provided for foul sewage or surface water provision therefore this fails to meet Policy DP42 of the Mid Sussex District Plan (2012-2031.).

Ownership

The access track alongside no.3 Horncastle Cottages is owned by SHC Clemsford Group/Sussex Health Care, not the applicant as stated on the application form.

Utilities

There is no provision for electricity into the structure and the application does not include details of how it will be provided, which raises concerns as to how an EV charging port can be installed, as stipulated by WSCC Highways.

The proposal also indicates bathroom/WC facilities, again there are no plans in place for water supply or drainage.

The members of the public left the meeting

DM/22/1878- Wyndham Croft Cottage, Selsfield Road

Installation of pre-fabricated timber car port and summerhouse

The Parish Council had **no objections**

53)To receive a recommendation from the Finance Committee and agree the payment of grants for the current financial year

Following the Finance Committees recommendation, the grant payments were **agreed** and **approved** to the following organisations.

St Margaret's PCC (Churchyard Maintenance) - £1,200.
St Margaret's PCC (Chronicle)- £100.00
Highbrook Village Hall Management Committee - £750.00
West Hoathly Bonfire Society- £250.00
Ashdown Forest Board of Conservators- £500.00

It was agreed to defer the decision of the grant application from Highbrook PCC until the additional information requested has been seen.

54)To approve the updated Scheme of Delegation

The updated Scheme of Delegation was **approved**

55)To confirm the appointment of the Internal Auditor for the year ending 31st March 2023

It was **agreed** to appoint Mulberry & Co as the Internal Auditor for the year ending 31st March 2023

56)To note the Insurance Schedule for 2022-23

The insurance schedule for 2022-23 was noted. Revaluation of assets to be considered.

57) To agree whether to hold any remaining Jubilee Committee funds on trust, which would be ringfenced for future celebrations

It was **agreed** in principle to hold any remaining Jubilee Planning Committee funds on trust, which will be earmarked for future community events for national celebration.

58) To review the Financial Statements to 31st May 2022

- a) Parish Council Bank Reconciliation
- b) Parish Council Summary Receipts and Payments

The Parish Council Financial Statements were noted

- c) Trustees of West Hoathly Village Hall Bank Reconciliation
- d) Trustees of West Hoathly Village Hall Summary Receipts and Payments

The Trustees of West Hoathly Village Hall Financial Statements were noted

59) To ratify and approve the payments for June 2022

- a) Parish Council Payments

The payments of £10,295.67 were unanimously ratified and approved

- b) Trustees of West Hoathly Village Hall Payments

The payments of £826.96 were unanimously ratified and approved

60) To receive Committee Reports

- a) To note Minutes of Meetings taken place
 - i) Finance Committee 13th June 2022 (document reference 2214)

The minutes were noted.

61) To receive report from the Management Committee of West Hoathly Village Hall (meeting held on 20th June (document reference 2215))

An update was received, it was agreed to set up an additional West Hoathly Village Hall Management Committee meeting on the 4th July to review the quotes received for the archive store/staircase replacement project and agree the next steps.

62) To receive reports from external meetings attended by councillors

Martin Robinson attended a CAGNE meeting on the 11th May- minutes have been emailed to councillors.

Cllr Stockwell left the meeting,

63) To receive correspondence

The correspondence was received, it was agreed to consider an email received from a resident regarding bins at Finche Field, at the Asset & Highways meeting on the 20th July.

64) To resolve in the light of the possible confidential nature of the business to be transacted, that in the public interest, the press and public be temporarily excluded and instructed to withdraw

There were no members of the public present.

65)To note the Clerks progress with the CiLCA qualification and note the increase in salary as agreed at the Parish Council meeting on the 26th July 2021 (Document reference 2121)

The clerk provided and update on her progress with the CiLCA qualification and the previously agreed increase in salary was noted.

66)To note items of interest or items for inclusion at next meeting of the Parish Council

Bluebell woods

Date of next meeting 25th July 2022

There being no further business the meeting closed at 21:04

Chairman-----