



## WEST HOATHLY PARISH COUNCIL

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

Document Reference 2219

### **Minutes of the Meeting of West Hoathly Parish Council held on Monday 25<sup>th</sup> July 2022 at 7:30pm in West Hoathly Village Hall**

#### **Members**

Ken Allfree  
Will Buckley  
Martin Robinson  
Bob Darvill

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

\* denotes absence

#### **Also present:**

Leanne Andrews (Clerk)  
Anita Emery (RFO)

**There were no members of the public present**

#### **71) To receive apologies for absence**

Apologies were received from District Councillor Lin Stockwell

#### **72) 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."

It was noted that Douglas Denham St Pinnock had received notification of application DM/22/2043 in the post and on that basis would not take part in the discussion of that application.

#### **73) To approve minutes of the Meeting of West Hoathly Parish Council held on 27<sup>th</sup> June 2022 (Document Reference 2216)**

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

#### **74) To receive the clerk's report**

The clerk's report was noted.

#### **75) To receive Councillor reports**

- a) **West Sussex County Councillor Report- see minute 85**
- b) **Mid Sussex District Councillor Report- Cllr Brown**

- Mid Sussex Site allocation DPD was adopted at the full council meeting on the 29<sup>th</sup> June 2022.
- Sharpthorne Playground- grass cutting schedule needs to be monitored.
- Cllr Brown will be on the panel that will scrutinise the Draft District Plan- first meeting Thursday 28<sup>th</sup> July.
- It was noted that application DM/22/1628- Apple Barn has been refused
- It was noted that a pre application advise request has been received in relation to development at the brickworks in Sharpthorne.

## 76) Planning applications

### a) To note decisions from the Local Authority

The following applications have been granted permission

DM/22/0704 - Piplye Barn  
DM/22/1400 - The Lake House  
DM/22/1489 - The Conservatory  
DM/22/1493 - Laburnum Cottage  
DM/22/1092 - Hams Rough  
DM/22/0968 - 23 Hamsey Road

The following application has been refused  
DM/22/1349 - 22 Highcroft Road, Sharpthorne  
DM/19/0238 - Patrick's Barn

### b) To consider planning applications received from the Local Authority

#### **DM/22/2029 - 1 Philpots Cottages, West Hoathly**

Erection of single storey rear extension and rear dormer.

The Parish Council had **no objections**

#### **DM/22/1492 - Laburnum Cottage, Selsfield Road, West Hoathly**

Internal and external changes to existing kitchen extension to replace the front door oak, clad over concrete blockwork with wooden bargeboards, replace the single glazed windows with hardwood double glazed windows and to install an internal staircase to the lower storeroom, which is to be converted to a bathroom /utility area /room with a hardwood double glazed window and remove existing toilet.

The Parish Council had **no objections**

#### **DM/22/2107 - Priory Cottage, 7 Hilltop Road, West Hoathly**

Lawful Development Certificate -Proposed

Proposed roof alterations to enlarge existing dormers and add a new dormer. This is an application to establish whether the development is lawful. This will be a

legal decision where the planning merits of the proposed use cannot be taken into account

The Parish Council had **no comments**

**DM/22/2119- 1A Hoathly Hill, West Hoathly**

Variation of planning condition 7 relating to planning application DM/21/2237, to revise drainage drawings to comply with the comments received by the drainage officer

The Parish Council had **no comments**

**DM/22/2043 – Hazelmere, 9 Hilltop Road, West Hoathly**

Remove existing conservatory. Erect a single storey rear extension with roof extension and loft conversion into habitable space

The Parish Council had **no objections**

**DM/22/2301- 24 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**

**77)To receive a recommendation from the Finance Committee and agree a grant payment to Highbrook PCC**

Following the Finance Committees recommendation, a grant payment of £750 was **agreed** and **approved**.

It was noted that for a grant application to be considered next year, a copy of the accounts will be required.

**78)To appoint a member to the Asset & Highways Committee**

It was **agreed** to appoint Cllr Amy Marshall to the Asset & Highways Committee

**79)To appoint a member as the MSALC representative**

It was **agreed** to appoint Cllr Martin Robinson as the MSALC representative

**80)To agree whether to further reinvest in a 3-year bond with Hampshire Trust Bank**

The council did not agree to further reinvest in a 3-year bond but agreed to explore options for an alternative 1-year bond. It was noted that Hampshire Trust had not offered a 1-year bond this year. It was agreed to delegate this decision to the Clerk and Chairman/Vice Chairman.

**81)To consider any nominations for the Mid Sussex Applauds**

A nomination was agreed for the Good Sport Award

**82) To agree a recommendation from the Asset & Highways Committee to submit a Community Highways Application for pedestrian crossing safety improvements at The Fox junction.**

Following the Asset & Highways Committees recommendation, it was agreed to submit a Community Highways Application for pedestrian crossing safety improvements at The Fox Junction.

**83) To agree a recommendation from the Asset & Highways Committee as to how to proceed with the replacement of Finche Field steps**

Cllr Bob Darvill outlined how he had prepared a specification and four contractors had been approached. Of the four quotations requested, two had been returned. Following the Asset & Highways Committee recommendation the quote of £10,740 from the chosen contractor was **agreed**. It was noted that the quote was over the £4,894.32 budgeted. It was agreed that given the health and safety concerns that the project should be of priority. On that basis it was **agreed** to use £1,500 from the tree works budget as the works include the removal of a large ash tree. It was **agreed** that the remaining shortfall will come from general reserves but will be recovered as part of next years budget.

It was noted that the work should ideally take place in the school holidays to help minimise the disruption to residents.

**84) To agree whether to contribute towards the replacement of the cluster SID**

It was agreed not to contribute towards the replacement of the cluster SID on the basis that the council may consider budgeting for a parish owned device.

County Cllr Garry Wall arrived

It was agreed to move item 5a of the agenda to allow Cllr Wall to provide an update

**85) To receive Councillor reports**

**a) West Sussex County Councillor Report- Cllr Wall**

- Budget planning is due to begin this week, likely to be challenges due to Adult Social Care costs. Covid relief money is now drying up.
- Census information is now available
- Support for Ukrainians- work continues but housing need remains challenging

Cllr Wall asked the council for an update on The Hollow closure works that took place on the 6<sup>th</sup> July. It was noted that the clerk and chairman had worked with WSCC prior to the closure to ensure that a suitable diversion was in place. On the day this diversion was not passed to the contractors as agreed and the traffic was diverted via Church Hill and North Lane. Cllr Wall apologised on behalf of the County Council and agreed to take it up with Richard Speller.

Cllr Martin Robinson raised the issue of the works currently taking place on North Lane, outside the Manor House. It was noted that the road had recently been resurfaced by the Highways Authority but was now being dug up again under licence from the Highways Authority. It was also noted that a skip, licenced by the Highways Authority, had been in the way when the resurfacing had taken place, resulting in a patch being left. Cllr Wall agreed to investigate.

**86)To review the Financial Statements to 30<sup>th</sup> June 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

**87)To ratify and approve the payments for July 2022**

- a) Parish Council Payments

The payments of £7,858.67 were unanimously ratified and approved

- b) Trustees of West Hoathly Village Hall Payments

The payments of £1,035.75 were unanimously ratified and approved

**88)To receive Committee Reports**

- a) To note Minutes of Meetings taken place
  - i) Asset & Highways Committee 18<sup>th</sup> July 2022 (document reference 2218)

The minutes were noted.

**89)To receive reports from external meetings attended by councillors**

- a) Knepp, Weald to Waves- 7<sup>th</sup> July 2022 (Douglas Denham St Pinnock, Paul Brown)

The Chairman provided an update and it was noted that the resource pack had been circulated to councillors.

- b) Cluster Meeting- 7<sup>th</sup> July 2022 (clerk)

It was noted that the minutes had previously been circulated to councillors.

- c) WSALC Chair & Clerks Forums (Douglas Denham St Pinnock, Clerk)

It was noted that both forums had been well attended.

- d) Jubilee Committee Washup meeting- 7<sup>th</sup> July (Douglas Denham St Pinnock, Clerk)

It was noted that the Jubilee Planning Committee had agreed that any remains will be held by the Parish Council on trust and ringfenced for future celebrations

**90) To receive correspondence**

The correspondence was noted

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

Cllr Douglas Denham St Pinnock and Cllr Paul Brown agreed to set aside working on the Vision Document until October time.

Date of next meeting 5th September 2022

There being no further business the meeting closed at 21:06

Chairman-----

