



Nuthurst Parish Council
P O Box 1098
Horsham
West Sussex
RH12 9YX

Email: clerk@nuthurst-pc.gov.uk
Website: www.nuthurst-pc.gov.uk
Contact Number: 07795 593369

Minutes of the Parish Council meeting held at Mannings Heath Village Hall on Wednesday 19th November 2025 at 7.30 pm.

Present: Cllrs D Cotton (Chairman), Cllr C Kenny (Vice Chairman), Cllr V Court, Cllr S Catterall, Cllr W Bayley, Cllr S Newell.

Apologies:

Clerk: Lisa Wilcock.

There were 5 members of public.

Meeting commenced 1931hrs

0065 – 25/26 Attendance and Apologies for Absence

No apologies were required but noted that County Councillor Nigel Jupp was unable to attend the meeting.

0066 – 25/26 Declarations of Interest

No declarations of interest were made and no requests for dispensations were received.

0067 – 25/26 Chairman's Announcements

The Chairman provided updates for information only. No decisions were required or made. Chair wrote to the MP about the mobile phone signal in the area and will give feedback with any information.

0068 – 25/26 Public Session

No questions were asked but members were present to hear about the bus survey.

0069 – 25/26 Minutes of the Previous Meeting

The minutes of the meeting held on 15th October 2025 were approved as a true and accurate record and signed by the Chairman after the meeting.

0070 – 25/26 Co-option of New Councillors

- a) The Council considered the applications for co-option to fill two casual vacancies.
- b) It was **RESOLVED** to co-opt Joshua Harris and Paul Rymarz to the Parish Council. Both signed their declarations of acceptance of office.

0071 – 25/26 Finance

- a) The bank reconciliation for October 2025 was **approved**.
- b) The bank transactions for October 2025 were **approved**.
- c) The Budget Statement (Year-to-Date) was **noted**.
- d) The schedule of payments for November 2025 (as circulated) was **approved**.
- e) The Council **discussed** the draft Budget for FY26/27 and agreed to continue reviewing options with the intention to set the Precept at the January meeting in advance of the 26 January 2026 deadline. Noted the Clerk to add the fence in the playground and Nuthurst Bus Shelter to the EMR. Carry to next meeting.

0072 – 25/26 Assertion 10 – Adoption of Updated Policies

Following the Clerk's review of governance documents, the Council **RESOLVED** to adopt the following updated and/or new policies:

- a) IT Policy (NALC model)

- b) Data Protection Policy (NALC model)
- c) Accessibility Statement (NALC model)
- d) ICO Publication Scheme (ICO model)
- e) Data Protection and Information Security Training Policy (NALC model)

Action: Clerk to contact Netcom to ensure that Councillors are covered with the protection required when using Parish emails and shared drive on personal computers.

0073 – 25/26 **Reports from Other Authorities**

- a) County Councillor Nigel Jupp – apologies were accepted in advance of the meeting.
- b) District Councillor Dennis Livingstone –

HDC Food Waste Collection

From the New Year, HDC will begin rolling out the new weekly food waste collection service, with full implementation expected by Spring 2026. Refuse and recycling collections will continue as they do now, with food waste added as an extra weekly service. All households will receive a letter in January along with a starter pack, which will include a 23L grey food waste bin with an orange lockable lid, a 5L kitchen caddy, and a roll of liners to get you started.

Local Plan Update

HDC has formally written to the Planning Inspector to request the reopening of the examination of the Local Plan. This follows significant changes, including the withdrawal of water neutrality requirements. The former duty to co-operate has now been replaced by updated water neutrality considerations. The Secretary of State has also encouraged a more flexible approach to Local Plan delivery.

Christmas in Horsham

The Christmas festivities begin with a launch event in the Carfax this Friday, 21st November, from 4pm onwards, including late-night shopping.

On Friday, 19th December, the Burrito Mariachi Band will be performing live in the Carfax.

0074 – 25/26 **Speed Watch**

The Council discussed ongoing concerns regarding speeding through Copsale, Sedgwick and Maplehurst. Options for reviving or expanding the Community Speed Watch scheme will be explored. The Clerk will investigate training availability and equipment requirements. Carry to next meeting.

0075 – 25/26 **Open Spaces Committee**

a) Emergency and Resilience Audit (OS0031-25/26) - Audit template was received and the council need to take the section that is relevant to the Parish. There is old data which can be drawn on to fit in around this audit paperwork. It was agreed that Cllr Colin Kenny, Cllr Stuart Catterall and Cllr Paul Rymarz will prepare and edit the audit template for Council consideration in January 2026.

b) Bus Service (OS045-25/26) - The Council noted the meeting with AiRS regarding the Bus Survey and reviewed the options presented. The quotation from AiRS was acknowledged and will be considered further at the next Open Spaces Committee meeting. It was RESOLVED to appoint AiRS to conduct the bus survey. It was agreed the Clerk to add comments for the final version to be approved by Council in the January 2026 meeting. MOP will email Clerk and Clerk will provide the draft for any further comments to be included.

0076 – 25/26 **Planning Applications**

The Council considered the following applications:

a) DC/25/1660 – Hazelmere, Sedgwick Lane

Resolved: The Council raised no objection to the planning application.

b) DC/25/1775 – Sedgwick Castle House, Broadwater Lane

Variation of condition 1.

Resolved: The Council raised no objection, requesting a condition to prevent the first-floor from becoming an ancillary building.

c) DC/25/1811 – Joles Farm, Maplehurst Road

Prior notification of conversion of barns to storage.

Resolved: The Council had concerns regarding traffic management, noise, lighting, and appropriate landscaping. However, due to the limited information provided within the application, the Parish Council was unable to form a definitive objection at this stage.

d) DC/25/1832 – Roosthole, Hammerpond Road

Demolition of existing garage and erection of single storey side extensions. Erection of a garage with studio above.

Resolved: The Council raised no objection to the application.

e) DC/25/1837 – Mannings Heath Golf & Wine Estate, Mill Farm

Resolved: The Parish Council no objection to the proposed agricultural barn.

The Council notes that the building is appropriate in scale and design for the estate’s viticultural operations.

f) Appeal: DC/25/1096 – Ghyll House Farm, Recadera Stud

The Council noted the appeal. As no new information had arisen, no further submission would be made.

Noted Holmbrook Farm (opposite Hilliers Garden Centre) 180 development open day Cllr V Court attended and noted the plans were for mixed dwelling with main access of A281 and small access off Doomsday. Outline planning is due in January 2026.

0077 – 25/26 Playground Report

a) The Playground Inspection Report was **accepted**. There are 2 caps off on the Cook unit and need replacing. Noted that Council want to appoint a maintenance contractor to help with the playground. Leaves in the playground need collecting up in the playground. The area also needs a last cut before winter. Clerk to send email to Cricket Club to ask for a final cut.

b) Quotations for fencing improvements will be carried forward to the January 2026 meeting.

0078 – 25/26 Website

The Council approved the new Parish Council website in accordance with the Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations and WCAG guidelines. It was agreed that the Clerk will work with HugoFox to get the website live as soon as possible.

0079 – 25/26 Items for the Next Agenda

Members proposed the following for inclusion at the next meeting:

- Budget Precept setting for FY26/27
- Fence improvement quotations
- Speed Watch update
- Emergency and Resilience Audit draft
- Slow Down for Horses signs BHS
- Adur group collaboration
- Parish Council communications
- Meeting dates 2026/27 will be issued in the new year.

0080 – 25/26 Date of the Next Meeting

The next Parish Council meeting will be held on Wednesday 21st January 2026. The Council noted that there is no December meeting and confirmed the revised meeting dates through April 2026.

Members noted that **no meeting will be held in December**.

Meeting closed at 2057hrs

Signed: **Date:**.....