

## ANSTY AND STAPLEFIELD PARISH COUNCIL

### **The minutes of the meeting of Ansty and Staplefield Parish Council held in Ansty Village Hall on 13<sup>th</sup> November 2023 at 7:30pm.**

**Members present:** Brad Williams (Chairman), Bob Birthwright, Crispin Salimbeni, Maria Fielding, Nuala Hampshire, Amanda Saunders, Heinrich Schmidt, Amanda Graves, Jon Gilley, George Morley, Simon Stokes.

**Also present:** **Liz Bennett (Clerk)**, Malcolm Avery (MSDC Cllr), Richard Bates (MSDC Cllr), three members of the public.

#### **1. Public Session.**

One member of the public spoke regarding agenda item 6a which is for a planning application at Anstye Place. He explained that the new dwelling will replace some redundant outbuildings and that there have been no objections from the neighbours. An earlier email sent to the Council explained how the proposal fits with the Neighbourhood Plan.

Brad explained that he has a prejudicial interest in agenda item 13 but wishes to make a public statement which he will make immediately before the agenda item.

#### **2. Apologies for absence.**

James Steadman was absent from the meeting.

#### **3. Declarations of interest in items on the agenda.**

Brad and Crispin declared an interest in agenda item 13 because they are both trustees of Ansty Village Centre.

George Morley declared an interest in agenda item 6H planning application DM/23/2399 because he is a near neighbour.

#### **4. Minutes of the Parish Council meeting held on 16<sup>th</sup> October 2023.**

The minutes were AGREED and signed by the Chairman.

#### **5. Planning decisions.**

The following decisions were noted:

- a. DM/23/0208 Description: change of use of agricultural land to use for exercising of dogs including perimeter fence, pathway, shelter, and associated parking. (additional highways information received 10.02.2023, visibility splays received 08.06.2023 and amended plans received 13.09.2023) Location: Land to South Of Holmsted Farm, Staplefield Road, Cuckfield. Granted.
- b. DM/23/2484. Description: an application for permission in principle in respect of the erection of a single dwelling and associated works. Location: Land At Wellingtonia Lodge, Cuckfield Road, Ansty. Granted.
- c. DM/23/2269. Description: variation of condition 2 relating to planning

application DM/20/1760 - to swap external door and window arrangement. This only applies to plot 1 of the proposed scheme. Location: Oak Tree Farm, Burgess Hill Road, Ansty. Granted.

- d. DM/23/2541. Description: detached double garage. Location: The Chingys, 1 Thorndean Drive, Warninglid. Granted.

## **6. Planning Applications.**

- a. DM/23/2406 Application Type: Full Application Proposal: Demolition of existing outbuildings/garages and construction of part-one, part-two storey detached family home Site Address: Anstye Place, Cuckfield Road, Ansty. No objection.
- b. DM/23/2626 Application Type: Full Application Proposal: Construct a 20m x 40m equestrian arena to include a cut and fill, new land drains, membrane, stone base, silica sand and fibre surface. Site Address: Paternosters, Slough Green Lane, Warninglid. No objection but if they want to put in floodlighting then they should be mindful of light pollution in an AONB.
- c. DM/23/2655 Application Type: Removal/Variation of Condition Proposal: Removal of condition 2 relating to planning application 12/02563/COU Site Address: The Forge, Cuckfield Road, Staplefield. No objection.
- d. DM/23/2729 Application Type: Lawful Development Certificate -Proposed Proposal: Proposed dormer, internal alterations, floor plan redesign and all associated works. 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. Site Address: 10 Cheales Close, Haywards Heath. Noted.
- e. DM/23/2715 Application Type: Mod. / Discharge of Planning Obligation Proposal: Discharge of conditions 11,12 and 13 of application DM/23/1403 Site Address: Westup Farm, Deaks Lane, Cuckfield. No objection.
- f. DM/23/2130 Application Type: Householder Application Proposal: Retrospective application to replace white UPVC framed windows with black aluminium framed windows and add first floor / ground floor extensions. Site Address: Old Mill Cottage, Cuckfield Road, Ansty. No objection.
- g. DM/23/2726 Application Type: Householder Application Proposal: Construction of a VCO from a B-class road which incorporates one end of a lay-by, and also used as a country bus stop. Further construction of a driveway/parking. Site Address: 2 Council Cottages, Staplefield Road, Cuckfield. The Parish Council do not object in principle but the measurements on the drawings don't seem to add up. It also appears that the bus stop will need to be moved and so the Parish Council ask that WSCC Highways consider this matter.
- h. DM/23/2399 Application Type: Removal/Variation of Condition Proposal: Variation of condition 2 relating to planning application DM/20/1760 - Re-organise areas of internal habitable space, converting the garage, provision of a new smaller garage and small rear extension with dormers. This only applies to Plot 3 of the proposed scheme. Amended Plans received 26.10.2023. Site Address: Oak Tree Farm, Burgess Hill Road, Ansty. George Morley declared his interest and left the room for the duration of this item. No objection.

## **7. Finances**

### **a. Monthly finances.**

The financial statement including the schedule of payments, the receipts and bank reconciliation was approved and signed by the Chairman.

### **b. Appointment of Internal Auditor for 2023/24 financial year.**

It was AGREED to appoint Mulberry as the Internal Auditor for the current financial year. The audit will be conducted in accordance with current guidelines and accounting practises as set out in the Joint Panel on Accountability and Governance (JPAG) Practitioners Guide.

## **8. It was resolved that pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following item:-**

### **a. To approve NALC payrise for Clerk.**

## **9. Tree in Staplefield.**

A member of the public reported that a tree in Staplefield is growing through BT lines and is potentially dangerous. The tree was inspected in March and found to be sound. It has withstood the recent Storm Ciaran. The Clerk has asked the tree inspector to take another look. The Council understand that BT lines have a degree of slack in them and can tolerate tree movements in most cases. There are numerous examples of trees growing through cables around the District. It was AGREED that no action be taken unless any further issues are raised by the tree inspector.

## **10. Updates from District and County Councillors including the District Plan Review.**

The revised draft plan is to be submitted to the MSDC Scrutiny Committee on 22<sup>nd</sup> November. It is expected that the section 19 consultation will commence on 13<sup>th</sup> December for 6 weeks. It is hoped that the inspection will commence in June and conclude in August or September.

## **11. Staplefield Play Park project.**

It was AGREED to establish a Working Group to manage the refurbishment of Staplefield Play Park. The group members will be Brad, Bob, Maria, Crispin, and George. A budget of £35k was allocated to this project. The Working Group will not have delegated powers for spending but will make recommendations to the Parish Council.

## **12. S106 infrastructure requirements.**

It was AGREED that s106 requirements will be identified at the time that planning applications are submitted.

## **13. Capital Grants applications.**

Brad confirmed that the Parish Council has previously agreed a grants budget of £40k and he outlined the background to the grant applications from both the Rugby Club and the Ansty Village Centre. Brad and Crispin then left the room for the duration of this

agenda item.

- a. **Application from Haywards Heath Rugby Club.** It was AGREED in principle that the Parish Council will donate £20k to Haywards Heath Rugby Club. However, the Parish Council needs to ensure good governance and will create an agreement setting out the grant conditions with timescales.
- b. **Application from Ansty Village Centre.** The AVC requested £13k for car park lighting, signage, and a footpath. The £13k would also enable them to unlock a further £8k from another funding source. After some debate it was AGREED not to support this application in its current form. The Parish Council need to understand more about securing the money from another funding source and how the AVC raises money. The Clerk was asked to suggest that they resubmit the bid for the car park lighting with a fuller explanation. It was also suggested that the AVC could secure a brown tourist sign to go on the A272.

#### **14. Parish Council risk assessment.**

The Parish Council risk assessment was reviewed and approved with one change which was to state the probability and impact of unexpected risk e.g. Covid.

#### **15. Disconnection of showers at Staplefield Pavilion.**

James was absent from the meeting and so this item was carried forward to the next meeting. George agreed to drain the water tank at the pavilion to avoid it freezing over the winter.

#### **16. Memorial bench in Ansty.**

The Parish Council agreed to donate £100 towards a memorial bench at Ansty in memory of Maureen Gibson.

#### **17. Minor matters and items for the next agenda.**

- a. **Ansty Village Centre event.** Brad reported that there is to be an event to celebrate the 3-year anniversary of the opening of AVC in May 2024.
- b. **TTRO consultation Rocky Lane/ Valebridge Road.** The Clerk was asked to write in support of this proposal which reduces the speed limit from 60mph to 40mph on a stretch of Rocky Lane/Valebridge Road.
- c. **Active Travel Consultation.** This was noted.
- d. **Salt bins.** The Clerk was asked to order two more salt bins with salt, one for Brook Street and one to replace the stolen one at Ansty.
- e. **Poppy Wreath.** The Clerk was asked to look at alternative poppy wreath designs for next year. The preference is for one with a permanent Parish Council logo in the centre, rather than just a blank paper card label.
- f. **War memorial.** The Clerk was asked to investigate replacing the small posts and chain around the war memorial in Staplefield.

**MEETING CLOSED**

**DRAFT MINUTES SUBJECT TO CONFIRMATION**

**Ansty and Staplefield Parish Council Monthly Finances: November 13th 2023.**

**Schedule of Payments and Receipts**

Ref	Date	Cust/Supplier	Account	Receipt	Payments		
					Net	VAT	Total
300	18/10/2023	O2	Equipment and software		11.00	2.20	13.20
301	30/10/2023	Castle Water	Staplefield Pavilion		16.07	0.00	16.07
302	13/11/2023	Monarch Oak	Boards, signs, shelters		1,760.00	352.00	2,112.00
303	13/11/2023	WSCC	staff salaries and on costs		2,224.85	0.00	2,224.85
304	13/11/2023	WSCC	staff salaries and on costs		106.85	0.00	106.85
305	13/11/2023	Mulberry and Co	Miscellaneous Payments		45.00	9.00	54.00
306	13/11/2023	Ansty Sports and Social Club	Room Bookings		32.00	0.00	32.00
307	13/11/2023	Vision ICT	Equipment and software		18.00	3.60	21.60
308	13/11/2023	Chubb Fire and Security	Staplefield Pavilion		47.52	9.51	57.03
309	13/11/2023	Staplefield Village Hall	Room Bookings		22.00	0.00	22.00
310	17/10/2023	GB Sports and Leisure	Playpark and ditches		125.00	25.00	150.00
311	03/11/2023	Business Stream	Staplefield Pavilion		56.93	0.00	56.93
312	13/11/2023	Kingfisher Direct	Boards, signs, shelters		664.38	132.88	797.26
313	13/11/2023	IdVerde	Cricket Sq and outfield		7039.80	1407.96	7039.80
314	08/11/2023	EDF Energy	Staplefield Pavilion		23.81	1.19	25.00

**Bank Transfers**

Ref	Date	Cust/Supplier	Receipt	Payment
315	13/11/2023	From Deposit acct		-£15000
316	13/11/2023	To Current acct	£15000	

**October Bank Reconciliation****Council name****Ansty and Staplefield Parish Council****Bank account****Current Acct and Deposit Acct**

Balance per bank statement at 31/10/2023

**Current Acct****13793.11****Deposit Acct****193,033.72****TOTAL NET BANK BALANCES AT 30/09/2023****206826.83****Cashbook**

Opening\_balance

113112.89

Current Acct Total receipts

124,526.38

Current Acct Total payments

-32,553.86

Deposit Acct Total receipts

1,741.42

Deposit Acct Total payments

0.00

**Closing balance per cash book (must equal net bank balances above)****206,826.83****Signed by Chairman of Parish Council Meeting 13/11/2023**