

# NUTHURST PARISH COUNCIL

Minutes of the Annual Parish Meeting  
held on Wednesday, 8<sup>th</sup> March 2017 2015 at  
**St Andrews CofE School, Nuthurst**  
commencing at 7.30 p.m.

**PRESENT:** Mrs V Court (Chairman) Mr O Hydes (OBE)  
Mrs F Boulter Mr T Nelson  
Mrs J Chaytor  
Mrs G Dixon  
Mrs A Gaffney

Also in attendance were 11 members of the public and District Councillor Toni Bradnum.

**2703/17 APOLOGIES FOR ABSENCE** were received from Councillor J Mercer, Councillor J McClean and Councillor S Turner

**2803/17 APPROVAL OF THE MINUTES** the Minutes from the Annual Parish Meeting, held on Wednesday 16<sup>th</sup> March 2016, were approved as a true record of the meeting and signed by the Chairman. All the matters arising from the meeting have been dealt with during the last twelve months. Copies of the minutes were distributed to the members of the public who attended the meeting.

## **2903/17 REPORT BY THE CHAIRMAN ON PARISH COUNCIL BUSINESS 2016/2017**

The Chairman of the Parish Council, Mrs V Court, addressed the meeting and welcomed District Councillor Toni Bradnum. County Councillor B.R.A.D Watson will not be standing in the May 2017 elections and the Chairman thanked him for all the support he had given to the Parish and his regular attendance of the monthly meetings.

The Parish Council had intended to have a Police representative address the meeting. However, as the Chief Inspector and the District Commander have only recently changed the Parish Council were unable to get a high-ranking Officer to attend.

There have been two Councillor resignations, Lorna Duggelby has moved from the Parish to pastures new and Duncan England has stood down due to ill health. Duncan's community involvement has spanned over 32 years, both as a Parish Councillor and Horsham District Councillor.

Councillor Duncan England will be very much missed and the Parish Council are indebted to him for his enthusiasm and commitment. The Chairman thanked them both for their support to the Parish during their time in office and asked for the Parish Councils thanks to be recorded.

The Chairman welcomed the members of the public to the Annual Parish Meeting and introduced the Councillors present and the area they represented in the Parish;

Councillor V Court (Mannings Heath)  
Councillor F Boulter (Mannings Heath)  
Councillor O Hydes (Mannings Heath)  
Councillor J Chaytor (Nuthurst)  
Councillor G Dixon (Sedgwick)  
Councillor A Gaffney (Monks Gate)  
Councillor T Nelson (Monks Gate)

The Chairman continued and thanked the Clerk, Councillor G Dixon, as Vice Chairman, and all the Councillors for their support and commitment to the Chairman and Parish Council. Many issues have been dealt with in the last year, some of which have been quite difficult.

The Chairman also thanked Penny Bullen, the acting Parish Tree Warden along with Paddy Bullen, for all their visits and comments on the tree applications in the Parish, they are now assisted by Councillor J Chaytor.

The Chairman also thanked Councillor O Hydes for all his assistance with planning matters. Councillor O Hydes has spent many hours on various planning issues over the last four years and the Chairman commented that Councillor O Hydes dedication should be commended. Updates on the Neighbourhood Plan, Parish Design Statement and Parish Plan are included later in the agenda.

The Chairman continued with a brief description of a few of the matters that the Parish Council had dealt with during 2016/2017:

- There have been four planning applications for sites included in the Neighbourhood Plan.
- The Parish Council have written submissions to the Forestry Commission re the felling of the Oak trees in Monks Gate, the hearing date has been set for May 2017.
- Two planning applications have been submitted for the former Dun Horse, the Parish Council has objected to both applications.
- Although not in the Parish the development at Woodland Chase has seriously affected the residents in Sedgwick Lane.
- The Winter Fair at Camping World caused a lot of disruption to residents, the parking was uncontrolled and there was additional noise.
- Horsham District Council have approved the Cricket Clubs planning application for the new pavilion and the lease is being amended.
- A new Parish Council website is under construction.
- The Parish Council were successful with their second application for an Operation Watershed grant and drainage works have been carried out in Sedgwick Lane.
- Ten concrete street lighting columns are programmed to be replaced in Mannings Heath during March 2017, these will be funded from reserves. The Parish Council will look into replacing the rest of the concrete lighting columns in the parish at a later date.
- The Parish Council are trying to get the speed limit reduced to 20mph, between the present 30mph signs, outside St Andrews CofE Primary School. Once the consultation process is completed on 17<sup>th</sup> March 2017 a request will be submitted to WSCC.
- Village gateways are going to be installed on the A281 and on Nuthurst Road, these will be erected at the entrances to Mannings Heath and Monks Gate and financed from the Parish Councils reserves. The Parish Council will continue to try and get the speed limit reduced on the A281, however, the gateways could provide a more immediate solution.
- The Parish Council are continuing to try and get the footpath, from Newells Lane to Sedgwick Lane, redressed.
- In conjunction with the Nuthurst Society, the Parish Council have agreed to adopt the red telephone kiosk in Maplehurst.
- On behalf of the Parish Council, Councillor G Dixon attends CAGNE's Parish Council forum.
- The signatory issues with Santander were eventually resolved, the funds have been withdrawn and the account closed.
- The restoration of the finger posts was eventually completed. The finger posts are now included in the Parish Councils insurance policy and the repair of the post at the end of Golding Lane was covered under the insurance policy.

- WSCC Highways have confirmed that the repairs to Nuthurst Road are included in their 2017/2018 budget, no date has been programmed for the works. Although Highways are aware of the condition of Lime Kiln Road and Masons Field these are not included in the budget for the ensuing financial year.
- The Parish has now been included in WSCC Highways 'Pothole Patrol', in addition to actioning the repairs to reported potholes, they will also be repair potholes on a 'find and fix' basis.
- The Parish Councils Policies and Procedures were all updated in March 2017.
- Councillor T Nelson took over the position of Chairman of the Finance Committee in November 2016.

On behalf of the Councillors, Councillor Gina Dixon thanked the Chairman for her continued commitment to the Parish Council.

### **3003/17 REPORT BY THE CHAIRMAN OF THE FINANCE COMMITTEE**

The Chairman of the Finance Committee, Councillor Tom Nelson gave the following report;

#### 2015/2016 (Audited Accounts)

Budget £31,655.00 / Precept from HDC £31,500.00

The accounts are operated on a 'Receipts & Payments' basis

The Internal auditor advised that the Village Green should be given a nominal value and included in the Parish Councils Financial / Physical Asset register.

External auditor, Littlejohn approved the accounts and did not make any recommendations.

A few items went over budget, details below:

£4,238.00	Legal fees for the Cricket Club amended lease and licence, Parish Council reserves
£1,118.28	Street Lighting Maintenance, did not receive any invoices in 2014/2015
£4,711.64	Operation Watershed, received grant in 2014/2015 and invoice in 2015/2016
£2,278.32	Neighbourhood Plan, Parish Council reserves

---

£12,346.24

VAT Reclaim - £4,137.31

#### 2016/2017 (Non Audited Accounts)

Figures up to 31<sup>st</sup> December 2016

Budget £33,670.00 / Precept £33,500.00

All items are anticipated to stay in budget, excluding the following:

£ 297.50	(budget £200.00)	Chairmans Allowance – Summer BBQ for parishioners who helped with the Neighbourhood Plan.
£ 62.55	(budget £50.00)	Councillors Expenses – Fuel to training events.
£4,779.69	(budget £1,500.00)	Mannings Heath Play Equipment – Wet pour under the rocker.
£2,617.50	(budget £300.00)	Heritage Finger Posts – Restoration eventually completed, grants received to cover cost in previous years.
£ 292.00	(no budget)	Parish Design Statement, Parish Council reserves

---

£8,049.24

The Parish Council continues to 'ring fence' funds for Parish Elections, Parish support and General Parish maintenance.

VAT reclaim - £1,901.00

### 2017/2018 Budget/Precept

Budget £36,901.00 / Precept £36,500.00

Councillor T Nelson asked if the members of the public approved the following annual grant payments;

#### Proposal for Grants for the Year 2016/2017

Nuthurst Parochial Church Council	£400
Nuthurst Cricket Club	£800
The Link	£100
St Andrews School Governors	£300
CPAD – Replacement Batteries	£250

The members of the public approved the grant payments and Mr D Bradnum thanked the Parish Council for the CPAD grant.

### **3103/17 NUTHURST PARISH NEIGHBOURHOOD PLAN**

Councillor O Hydes provided the following updates on the Neighbourhood Plan, Parish Design Statement and Parish Plan;

#### Report on the Neighbourhood Plan

The Neighbourhood Plan has been “made” for 16 months and provides the Parish with about 50 new houses up to 2031. It has been a huge success and has been instrumental in, for example:

- HDC refusing planning permission for 40 houses at Saddler’s Farm in Mannings Heath.
- HDC refusing planning permission for 12 and then 4 houses on land to north of A281 at Monks Gate.
- The Planning Inspectorate dismissing two appeals against the refusal at Monks Gate.
- And more recently HDC refusing planning permission for 4 houses at Keatings and Hollyhocks in Nuthurst.

It is widely quoted by residents when either supporting or objecting to planning applications on HDC’s planning portal, for example:

- Nearly 300 objected to Saddler’s Farm and nearly 400 objected to Monks Gate.

So far, planning applications have been submitted to HDC for four of the eight sites in the Neighbourhood Plan:

- Full planning permission has been granted for Micklepage, Nuthurst and building has now started.
- Outline planning permission has been granted for Great Ventors, Monks Gate. An application for full planning permission is awaited.
- Applications have been submitted for Swallowfield Nursery and land opposite the Dun Horse in Mannings Heath, but have not yet been determined by HDC.

The Neighbourhood Plan was based on what residents said they wanted which was about 50 new houses to be built between 2015 and 2031. But planning applications are still being submitted by developers whose sites are not listed in the Neighbourhood Plan. Sometimes these speculative developments are for just one house. But if successful, they will form a precedent encouraging even more speculative applications. Residents will find themselves faced not just the 50 houses in the Neighbourhood Plan, but more and more. The Parish Council is therefore investing considerable time in assessing planning applications in order to protect the Neighbourhood Plan that we all worked so very hard to achieve.

#### Report on the Parish Design Statement

Soon after the Parish’s Neighbourhood Plan became a legal part of Horsham District Council’s planning framework in 2015, the Parish Council decided to produce an adjunct to it, to give more detail and flesh out the Neighbourhood Plan.

This document, the Parish Design Statement, relied heavily on residents' views expressed at consultation meetings and in survey forms during the construction of the Neighbourhood Plan. The Parish Design Statement was completed by a small group of councillors and residents at the end of 2016 and was approved by HDC to go out to for 4 weeks public consultation between the 3<sup>rd</sup> and 31<sup>st</sup> of March. It has been put on both the Parish Council's website and the Neighbourhood Plan website so that everyone can consult it. Although it is an advisory document, it does have weight and once adopted by HDC, the Parish Design Statement will be used alongside the Neighbourhood Plan to assess planning applications. Its over-arching aim is to provide what residents of the Parish said they wanted....to retain the largely rural nature of the Parish.

The Parish Design Statement covers:

Section 1 the PDS talks largely to the developers of our 8 Neighbourhood Plan sites about the preferred layout of sites, sizes of plots and houses. A feeling of spaciousness is the main aim here with the retention of as many trees and hedges as possible.

Section 2 is also relevant to developers, but also to local residents wanting to extend their houses. It deals with the preferred building materials and the design of houses so that new builds fit in with neighbouring properties, rather than stand out from them.

Section 3 is perhaps of more relevance to existing residents because it tries to encourage the use of wooden post and rail fencing and hedges that help retain a rural feel to the Parish. It also deals with gates, permeable drives and verges that are sometimes allowed to grow wild, and support the local flora and fauna.

The Parish Design Statement was designed to be attractive to look at, with lots of photos, and quick and easy to use. We hope it will therefore be widely read and fulfill its purpose, namely to protect our largely rural Parish from unattractive and inappropriate new developments.

#### Report on the Nuthurst Parish Plan

Over the past couple of years, the work of the Parish Council has become more diverse and complex.

In order to focus clearly on the issues of importance within the Parish, many of which were suggested by residents during the preparation of the Neighbourhood Plan, the Council decided to draw up a three-year Plan.

A number of workshops were held, during which Councillors prioritised issues needing attention into a series of projects. The following projects now form the major part of our Parish Plan.

Planning - making sure that the Parish's Neighbourhood Plan is not undermined by developers whose sites were not listed in it.

Improving the appearance and functioning of the Parish by means of renovating or replacing bus shelters, trying to green-up the triangle outside the Dun Horse pub, planting new trees and bulbs, replacing street lighting with more energy efficient ones and continuing to press for lower speed restrictions, to quote just a few examples.

Improving the Parish Council's website so that residents can more easily report problems such as potholes, overgrown hedges, floods, fallen trees and so on...and also find information about all the clubs and facilities in the Parish.

Individual Councillors have assumed responsibility for driving through these planned improvements in the Parish. So, for example, Tom Nelson will co-ordinate reported problems and the Chair and myself will oversee planning issues. Councillors and our Clerk are thanked for agreeing to take on this additional work, which we hope will benefit everyone who lives in the Parish.

The Parish Plan will be reviewed at intervals to check on the progress being made, and then formally on an annual basis.

The Parish Plan can be read by accessing the Council's website or contacting the Clerk for a hard copy.

### **3203/17 PUBLIC FORUM**

Mr Richard Webber thanked the Parish Council for all the work they had done during the year and for the annual Cricket Club grant.

Mrs Arbutnott commented that members of the public were not adhering to the Village Green byelaws, dogs were being allowed in the children's play area and bicycles were being ridden on the green.

The Chairman advised that it was not a legal requirement for the children's play area to be fenced, however, the sign requesting for dogs to remain outside the area would be re-instated and the Cricket Club would be approached re children cycling on the green.

**THE MEETING CLOSED AT 8.35PM**