

NUTHURST PARISH COUNCIL

Minutes of the Annual Parish Meeting
held on Wednesday, 16th March 2016 at
St Andrews CofE School, Nuthurst
commencing at 7.45 p.m.

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

Also in attendance were District Councillor Toni Bradnum and 22 members of the public.

3003/16 APOLOGIES FOR ABSENCE were received from Councillor D England and Councillor J Mercer.

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

Councillor V Court	(Mannings Heath)
Councillor F Boulter	(Mannings Heath)
Councillor J Chaytor	(Nuthurst)
Councillor G Dixon	(Sedgwick)
Councillor L Duggleby	(Nuthurst)
Councillor D England	(Copsale)
Councillor A Gaffney	(Monks Gate)
Councillor O Hydes	(Mannings Heath)
Councillor J Mercer	(Monks Gate)
Councillor J McClean	(Maplehurst)
Councillor T Nelson	(Monks Gate)

3103/16 APPROVAL OF THE MINUTES the Minutes from the Annual Parish Meeting held on Wednesday 11th March 2015 were approved as a true record of the meeting and signed by the Chairman. All the matters arising from the meeting have been covered during the last twelve months. Copies of the minutes were available for the members of the public who attended the meeting.

3203/16 REPORT BY THE CHAIRMAN ON PARISH COUNCIL BUSINESS 2015/2016

The Chairman of the Parish Council, Mrs V Court, addressed the meeting and thanked Councillor G Dixon, the Vice Chairman, for her continued support and the fellow Members for their support and commitment.

The Chairman also thanked the Councillors who had not stood for re-election in May 2015, Mr M Oliver, Mrs L Rose, Mr J le Rossignol, Mr D Toye and Mr R Webber, the members of the Neighbourhood Plan Steering Committee and Focus Groups for their hard work and commitment in preparing the Neighbourhood Plan, the Parish Tree Warden, Penny Bullen, who is assisted by her husband Paddy and the Clerk for her efforts throughout the year.

The Chairman continued with a brief description of Parish Council business for 2015/2016;

- Brad Watson remains West Sussex County Councillor, Councillor D England stood down as District Councillor and Toni Bradnum was elected as District Councillor in the May 2015 elections.

- The Neighbourhood Plan was 'Made' by HDC in October 2015 and the Parish is already seeing the benefits. This was one of the reasons why the two appeals for land North of Monks Gate were dismissed on 4th March 2016.
- Two 'outline' planning applications have been submitted for sites included in the NP, DC/14/2755 Swallowfield Nursery & DC/15/1946 Land Parcel at 520237 127508 Nuthurst Road (Great Ventors). No decision has been made by HDC on either application.
- The application at Saddlers Farm was unanimously refused by HDC in November 2015.
- Now the NP has been 'Made' by HDC the Parish Council will start preparing the Parish Design Statement, Councillor O Hydes has volunteered to steer a committee with the assistance of local residents.
- Planning applications have dropped from 71 in 2014/2015 to 64 in 2015/2016.
- Sue Poynter has been PCSO for the Parish for the last 10 months, however, a new Police Structure will soon be adopted and Sue Poynter will no longer continue in the role. The Chairman will attend a meeting in Southwater on 21st March 2016 where the new structure will be discussed further.
- The Parish Council's website has now been operational for 7 years. It contains the Councillors details, the committees they sit on, it is updated regularly with Planning Applications (linked to HDC), has copies of the Standing Orders, Emergency Contingency Plan, Financial Regulations, Code of Conduct and is also linked to the Neighbourhood Plan website. The Clerk now updates Parish Council's website.
- The Winter Management Plan was updated in 2015 and a local farmer is again kindly storing the hippo bags of salt, these will be dispatched around the Parish if the weather significantly deteriorates.
- The Parish Council benefited from an Operation Watershed grant in 2014, a further application was submitted to WSCC in 2015, unfortunately there were insufficient funds and this application was turned down. WSCC are looking at introducing 3rd Operation Watershed grant in 2016 and the Parish Council will again submit a grant application.
- Pot holes continue to be a major issue and need to be four inches deep before WSCC will consider any repair. It would greatly assist the Parish Council if residents could also report potholes to WSCC, details of the methods have been included in two editions of the Link magazine. WSCC tend to take more notice of the public's complaints than the Parish Councils.
- The state of roads, particularly in the south of the Parish, are in a very poor state of repair. The Parish Council have been reporting the state of Nuthurst Road (from Lower Pond Farm heading towards Nuthurst) and the condition of Sedgwick Lane (from Broadwater Lane heading towards the entrance to Sedgwick Park) for the past 12 months. The culverts in Sedgwick Lane are scheduled to be jetted and remedial works to the surface are programmed, but there is no time frame. WSCC have not been replying to enquiries re the condition of Nuthurst Road.
- The footpath from Sedgwick Lane to Newells Lane is again in a poor state of repair and has been reported to WSCC. Councillor A Gaffney complained that the path was not accessible for disabled residents and sections were cleared last year.
- The quarterly Parish Council newsletter is no longer being produced.
- The Clerk has again been writing to landowners and householders asking that they maintain their hedgerows and ditches. The letters have again received a positive response.

- The Horse Chestnut trees on the village green were again treated for Leaf Minor and Bleeding Canker in autumn 2015. Surgery will be carried out to a number of trees on the green later in spring 2016.
- The restoration of the Finger Posts is nearly complete, with just the post opposite Polecat Lane, Copsale and Park Lane, Maplehurst waiting for the fingers to be re-instated.
- The Chairman has been re-elected Chairman of HALC.

3303/16 REPORT BY THE CHAIRMAN OF THE FINANCE COMMITTEE

The Chairman of the Finance Committee, Councillor G Dixon, commented on how transparent the Parish Councils financial records were, details of the audited accounts, precept and budgets were all readily accessible on the Parish Councils website.

2014/2015 (Audited Accounts)

The budget was £28,980.00 and the Parish Council requested a precept of £28,880.00 from HDC.

The Internal Auditor had previously recommended that the Parish Council should change their accounting method to 'Receipts & Payments'. This meant there were no accruals for 2014/2015 and the Audited figures are not reflective of the true expenditure, the following 2014/2015 expenditure will be included in the 2015/2016 accounts;

£ 650.00	Clerks back dated salary
£1,200.00	Street lighting maintenance
£ 200.00	Website hosting
£1,300.00	Balance for Finger Post restoration (WSCC grant rec'd in 2012)
£6,693.00	Operation Watershed Invoice (WSCC grant rec'd in 2014)
£10,043.00	Total

There were no major deficits during the financial year and the only item which was significantly over budget was the continued repair of the 36 Parish Council owned lighting columns.

The Parish Council applied for a Cleansing Grant from HDC and the cost of emptying the Dog Bins is now financed from the grant, saving the Parish Council £450.00 per annum.

The Clerks hours were increased from 14 to 20 hours per week, this was backdated to November 2014.

2015/2016 (Non Audited Accounts)

The budget was £31,655.00 and the Parish Council requested a precept of £31,500.00 from HDC.

To date all items of expenditure are within or under budget, excluding:

£ 46.00	Telephone & Fax (Chairman now receives allowance)
£ 130.00	Street Lighting Energy (the prices gone up excessively).
£ 176.00	Total

The following two items were not included in the 2015/2016 budget and have been financed from the Parish Councils reserves:

£4,800.00	Legal Fees (preparation of a new lease & licence for the Cricket Club)
£2,215.00	Neighbourhood Plan
£7,015.00	Total

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

2016/2017 Budget/Precept

The budget is £33,670.00 and the Parish Council have requested a precept of £33,500.00 from HDC.

The Chairman of the Finance Committee asked for the public's support of the following proposed grants:

Proposal for Grants for the Year 2015/2016

Nuthurst Parochial Church Council	£400
Nuthurst Cricket Club	£800
The Link	£100
St Andrews School Governors	£300
CPAD (Replacement Batteries)	£200

Mr R Walters proposed for the grants be approved and the motion was seconded by Mr D Castle.

The Chairman advised that the Parish Council were planning on replacing ten, parish owned, lighting columns in Mannings Heath, this would leave a few columns in the rest of the parish to be replaced at a later date. The sum of £4,000.00 has already been ring fenced for the project and the balance of approximately £6,000.00 will come out of the Parish Councils reserves. Expenditure on surgery to the trees and the replacement of the wet pour under the rocker has also been approved and contractors have been engaged to carry out the work.

With reduced funding from WSCC and HDC the Parish Council may be required to maintain existing services and this cost will come from the Parish Councils reserves.

3403/16 REPORT FROM THE CHAIRMAN OF THE NEIGHBOURHOOD PLAN STEERING GROUP

Councillor O Hydes, Chairman of the Neighbourhood Plan Steering Group, made the following presentation;

‘This report covers the last 12 months. But before making that report, it is useful to set the scene by reminding you how we started on the Neighbourhood Plan journey.

The Parish Council first considered a Neighbourhood Plan in May 2013 when we were threatened by a large speculative development of over 60 houses at Saddler’s Farm in Mannings Heath. The Parish Council set up a Working Party of 3 Councillors to investigate the feasibility and benefits of preparing a Neighbourhood Plan. Following a positive report from the Working Party, The Parish Council agreed to prepare a Neighbourhood Plan.

A Steering Group was set up in August 2013 under my Chairmanship with 3 Councillors and 9 volunteer local residents representing all of the hamlets in the Parish. Four Focus Groups, consisting mainly of volunteer residents, were also set up to carry out basic research into the state of the Parish. Two surveys were carried out – a general survey to obtain the views of residents on the issues facing the Parish and what they would like to see in the future – and a housing needs survey. All this led to the publication in April 2014 of the State of the Parish Report – a very useful document for future historians.

This work clearly identified that residents did not want any large developments. They wanted small developments spread throughout the Parish with some smaller houses for younger people and for older people to down size to. The Steering Group assessed 22 sites put forward by landowners and residents against strict planning criteria advised by our planning consultants and it consulted residents during Open Days on the favoured sites.

This led to the Draft Neighbourhood Plan which the Parish Council formally consulted on in November 2014 for a six week period. A large majority of residents were fully supportive of the draft and following some minor modifications, the Submission Neighbourhood Plan was prepared. Horsham District Council formally consulted residents and stakeholders on the Submission Plan in February 2015 for a six week period.

So what has happened in the last 12 months? The Submission Plan and representations on it were considered by the Independent Examiner. We received his report in June 2015. He praised the Parish Council for the thoroughness of its consultation with the residents throughout the Plan preparation process. He recommended that the Plan proceed to referendum with some minor modifications.

Horsham District Council conducted the referendum on 24 September 2015. We had nearly 50% turn out – this was excellent compared to the national average of just over 30%. And we had a massive “Yes” vote of 86.6%. At a full Council meeting in October 2015, Horsham District Council “made” our Neighbourhood Plan. It is now legally part of Horsham District Council’s Planning Framework and will be used to help determine planning applications in the Parish. We were very proud that our Neighbourhood Plan was the first to “made” in Horsham District.

Just to remind you that the Plan provides for about 50 houses in the 15 year period to 2031 on eight small sites spread throughout the Parish and includes some smaller properties for young people and older people to down size. It thus delivers what residents said they wanted.

Two planning applications were made during 2015 for land to the north of the A281 in Monks Gate, one for 14 houses and one for 4 houses. This site was considered for the Neighbourhood Plan but was excluded because it did not meet our planning criteria – in fact it was equal worst of the 22 sites assessed. Both applications were refused by Horsham District Council with one of the reasons being that the site was not allocated in the Neighbourhood Plan. The landowners appealed to the Planning Inspectorate and both appeals were considered at a two day public hearing on 7 and 8 January 2016. The Parish Council was represented by Val Court and myself at the hearing. We were very concerned that the Planning Inspector might allow one or both of the appeals as that would mean our Neighbourhood Plan would be dead. On 4 March 2016 we received the decision letter from the Planning Inspectorate. Both appeals were dismissed and the main reason cited was that the site was not allocated in our “made” Neighbourhood Plan. This was excellent news because it has upheld our Neighbourhood Plan and fully justified the huge effort made by many people over the last two and a half years.

A planning application for 40 houses at Saddler’s Farm was made in 2015. This site was considered and rejected for the Neighbourhood Plan. This was also turned down by Horsham District Council. The applicants have until 9 May 2016 to lodge an appeal. Should they do so, we can be reasonably confident that the appeal will be dismissed by the Planning Inspectorate because, like the Monks Gate site, it is not in our Neighbourhood Plan and additionally it is in the High Weald Area of Outstanding Natural Beauty.

The Nuthurst Parish Neighbourhood Plan has been used as a case study for the South East Roadshow, one of 10 Government sponsored Roadshows to promote Neighbourhood Planning in rural areas. I made a presentation on our Neighbourhood Plan to over 100 attendees from Parishes in the South East. Val Court and Richard Webber also attended and helped to answer questions. It was a real feather in the cap for Nuthurst to be selected and a tribute to the quality of our Neighbourhood Plan.

So in conclusion, I would like to thank again everyone who has contributed to making our Neighbourhood Plan such a success – Val Court and our Councillors, Richard Webber, the Secretary of the Steering Group, the Steering Group and Focus Group members, and all of the residents of the Parish who supported the Plan.’

The Chairman of the Parish Council requested for a ‘massive thank you’ to Councillor O Hydes and his family to be recorded in the Parish Councils records.

3503/16 GUEST SPEAKERS

CAGNE (Communities against Gatwick Noise Emissions)

Mr Bill Sorrell stepped in at the last moment to speak on behalf of CAGNE, unfortunately both Sally Pavey and Stuart Spence were unable to attend.

Mr Sorrell advised that he had little insight into the flights paths and would instead provide some background information into CAGNE.

CAGNE’s campaign started in 2014, they produced flyers and arranged road shows to inform residents and parishes of the trials which were taking place at Gatwick. One month later a consultation was arranged by Gatwick Airport and the trials ended in August 2014.

CAGNE have since made a lot of 'in roads' with the CAA and NATS, both organisations have listened to CAGNE alternative solutions, meetings are still taking place and it is hoped representatives from the CAA will attend CAGNE AGM.

CAGNE were trying to have an 'umbrella approach', however, two new campaign groups have set up in Kent.

The main issues are with the height and concentration of the aircrafts, precision based navigation means that aircrafts are using the same flight paths time and time again.

A review on arrivals was published in February 2015, however, this was mainly a Kent issue, there was also meant to be a review on arrivals, but to date nothing has been organised.

The number of aircraft movements in a 24 hour period is alarming and there is a group of MP's in the Gatwick Co-ordination group.

Gatwick Airport would like to have a 2nd runway but the present infrastructure cannot cope.

Mr Sorrell advised that if there were any technical queries Sally Pavey would attend a future meeting.

HEARTBEAT

Barbara Pieniazek addressed the meeting on behalf of three organisations, Heartbeat, the British Heart Foundation and in a consultancy role at HDC.

The survival rate from a stroke or heart attack is slim, however, with a time sensitive response and the use of a defibrillator this can be increased by 40%. Everyone should be aware of the location of their nearest defibrillator and be prepared to use it, a defibrillator will talk you through what you need to do and will not do anything that the body does not want it to.

The funds for the first defibrillator were raised within a matter of months and the apparatus was installed on the wall of the Church of the Good Shepherd. There was still a little money left and with more fund raising two additional defibrillators were purchased and installed on the outside walls of the public houses in Nuthurst and Maplehurst.

The purchase and installation of all three defibrillators was achieved by the generosity and awareness of the local residents.

There is also a defibrillator on the side of Copsale Village Hall, this was funded with a grant from the British Heart Foundation and continued fund raising in the parish.

Without of CPR there is very little chance of survival and training sessions have been run throughout the parish, now that the target has been reached these have stopped, however, the CPR training kit was purchased from a grant and is available for anyone to borrow.

There has been a little money left from the fund raising and this is being used to replace the batteries every four years and the pads which can only be used once. Barbara Pieniazek thanked the Parish Council for their annual grant of £200.00 which is used to assist with the replacement of the batteries.

The British Heart Foundation have tried to get CPR included on the national curriculum, once learnt CPR is never forgotten, this has been set aside by the Government for the time being.

Adults also need to be aware and HDC have set up a Steering group which includes SECamb, two local GP's, the Police, Ambulance and Community Responders.

Barbara concluded, everyone needs to know where their nearest defibrillator is located.

3603/16 PUBLIC FORUM

Mr Butcher commented that residents should be aware there could be major changes on the Elite Garage site and recommended that residents 'keep an eye' on planning applications for location.

Mr Swift commented on the terrible state of Sedgwick Lane, he had reported the potholes and condition of the road on WSCC website, but nothing has been done to repair the road. Recently two vehicles were seriously damaged at night and the drivers both required assistance, the road is also used by the school bus.

Mr Swift also commented that a lot of HGV's used the road and had damaged his front wall, Mr Swift asked if the area could be designated 'not suitable for HGV's'.

The Chairman replied, the Parish Council shared his frustrations and that they would request a 'not suitable for HGV's' sign to be erected by WSCC. The condition of the roads and footpaths are the responsibility of WSCC, not HDC.

Mrs Arbutnott asked if the surgery to the trees included the tree opposite her property, the Chairman replied that the tree was not deemed to be dangerous or out of growth and would again be reviewed in Autumn 2016.

Mr D Castle advised that the locations and access codes for the defibrillators in the parish were included in an article in the link.

On the 7th May 2016 a new defibrillator will be installed in Horsham town centre, the Rotary Club are associated with the Stroke Association and will be taking the blood pressure of shoppers.

Mr Webber advised that following the success of the NP a group of residents were looking into setting up a Community Group for the whole of the Parish. Two open evenings have been arranged, Wednesday 20th April at St Andrews Primary School and Thursday 21st April at Mannings Heath Village Hall. Parishioners are invited to come along and talk about their thoughts, ideas and concerns.

The Chairman thanked everyone for attending the APM.

THE MEETING CLOSED AT 8.54 PM