

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 4TH FEBRUARY 2020 AT THE ARK AT 7:30PM.

PRESENT: Mr B Forbes (Chairman) Mrs S Hughesdon (Vice Chairman) Mrs C Jarvis Mrs T Mugridge Mr O O’Grady Mr A Palin Mrs C Steggles and 5 members of the public

187 Apologies Dr I Gibson

188 Public Participation None

189 Declarations of Personal and Disclosable Pecuniary Interests Mr Forbes declared a personal interest in item 16 of the agenda relating to the grant application because he is a member of the Twinning Association who are applying for the grant.

Mrs Mugridge declared a personal interest in item 7 of the agenda relating to planning application DM/20/0330 1 Mountfield Court, Lion Lane she is an owner of the property. Mrs Mugridge took no part in the discussion or decision but remained in the room.

Mrs Steggles declared a personal interest in item 16 of the agenda relating to the grant application because she is a member of the Twinning Association who are applying for the grant.

190 Chairman’s Announcements The Chairman had nothing to report.

191 The Minutes of the Parish Council Meeting held on 14th January 2020, as circulated, were confirmed and signed by the Chairman.

192 Matters currently being pursued by the Clerk

Colas have informed the Parish Council that their request for funding one of the Wrought Iron WWI Commemorative Benches has been declined. However, Mr Beare of Tulleys Farm has said he thinks the bench is a great idea and that Tulleys would be very happy to pay for it. He also said he would like to see it in the centre of the Village on the Green but if the Council feel it is more appropriate elsewhere then they will support that decision too. Tulleys would like the Parish Council to order and pay for it and then invoice them. The cost is £781.00, however, this will be discussed with them due to the law concerning VAT which affects the Parish Council.

The next CLC Meeting is being held at The Ark in the Dove Suite on Wednesday 26th February 2020 at 7pm. All are welcome.

The New Parish Council Website and e-mail are now up and running. The Councillor e-mails are also ready to be set up and the Clerk will be sending out the details in the next week or so. Once the Members have set up their e-mail account they must let the Clerk know because e-mails regarding the Parish Council will no longer be sent to their personal accounts.

Mr O’Grady has not been able to check on the allotment fence due to ill health but will inspect and report to the Clerk.

193 Planning Applications

It was RESOLVED that MSDC be informed that:

DM/19/4231 Tremains Farm, Treemans Road, Horsted Keynes
This application has been brought to our attention by residents of Horsted Keynes.
The application site is obviously outside of this Parish but we are concerned that the construction vehicles could impact on our village. As you will be aware Turners Hill already suffers from a very high volume of traffic and our roads are at capacity. We note the comments from WSCC Highways who will require a Construction Traffic Management Plan (CTMP) to be provided and that this will be secured by a condition.
The construction work is estimated to take two years with a total of 68,000m³ of material will be imported in that time. WSCC estimate that on the basis of 10m³ being delivered per tipper, a total of 6,800 deliveries are expected over the 2 year period. Deliveries per day will fluctuate but expected at a peak of 25 deliveries per day (50 x two-way movements). The final route for accessing the site is to be agreed with WSCC within the CTMP as the source of the material is unknown at this time. It is imperative that the HGV's are not permitted to travel on the B2028 though Crawley Down, Turners Hill and Ardingly."

DM/20/0121 Burleigh Quarry Farmhouse, East Street
The Parish Council supports this planning application but would like a condition added that the barn remains as an agricultural building.

DM/20/0139 Bonavista, East Street
The Parish Council supports this planning application.

DM/20/0330 1 Mountfield Court, Lion Lane
The Council will accept what the tree officer recommends.

194 Report on Previous Applications

DM/19/4819	17 Withypitts	Permission
DM/19/4804	Land at 6 and 8 Nuthatch Way	Permission
DM/20/0007	9 Medway	Permission

195 It was RESOLVED that the Annual Parish Assembly will be held on 19th May 2020 at 7:30pm. Various topics for a presentation were put forward and will be followed up.

- 196 Annual Council Meeting It was RESOLVED that the Annual Council Meeting will be held on 5th May 2020 at 7:30pm followed by the monthly meeting.
- 197 Tickets for the South of England Show 2019 It was RESOLVED that the Council will sell the tickets at The Ark on pre-determined days.
- 198 Parish Council Policies It was RESOLVED to renew the following policies:
- a Code of Conduct for Officers of the Council
 - b Co-option Procedures
 - c Financial Risk Processes, Procedures and Internal Controls
 - d Internal Controls for Self-Managed Risks
 - e Management of Staff
 - f Payroll Procedures
 - g Recruitment Policy
 - h Reserves Policy This policy was amended to read as follows: In paragraph six, on the second page is was RESOLVED to replace “were exhausted” with “would otherwise fall below a level sufficient to meet one month’s expenditure.”
 - i Sickness and Absence Policy
 - j Staffing Committee
 - k Training and Development Policy

It was RESOLVED that unless any changes were made to the policies by SSALC or NALC, they would all be renewed at the June meeting following an election in order that new Members could have sight of them.

- 199 Parish Council Policies It was RESOLVED to adopt the following policies:
- a Procedures for the Parish Council Office
 - b Scheme of Delegation
- 200 Health and Wellbeing Meeting Mrs Steggles had provided a report to all Members prior to the meeting attended on 21st January and a copy of the report will be kept with these minutes. Mrs Steggles suggested that an article is put in the Parish News asking for residents to keep an eye on their Neighbours because of the Cuckooing mentioned in her report. The Clerk will ensure that this article is added to the March Parish News.
- 201 Allotment Agreement It was RESOLVED that the Allotment Agreement would only be sent out to new allotment holders at the start of their tenancy rather than yearly to all tenants.
- 202 Grant application from the Twinning Association It was RESOLVED that a grant of £139.99 be given to the Twinning Association to purchase a new gazebo.

203 Grant application from St Leonards Church PCC It was RESOLVED that a grant of £119.99 be given to St Leonards Church PCC to purchase a new vacuum cleaner.

204 Accounts Due for Payment

It was resolved that:

1. The Accounts shown on the schedule as being due for payment be paid and
2. The Accounts shown on the schedule as being paid since the meeting held on 14th January 2020, be approved.
3. The Accounts schedule was duly signed.

205 Correspondence West Sussex County Council has decided that the Mobile Library service would cease from 3rd December 2019. This is due to a lack of funds for replacing the vehicles and follows a five-week consultation. The Home Library Direct Service is being promoted to those residents who are more vulnerable, however, this services is reliant on volunteers.

Paddockhurst Lane, Balcombe from the junction with Back Lane to the junction with Mill Lane is temporarily prohibited from 17th February 2020 at 9:30am until 21st February 2020 at 15:30. This is for work to be carried out on behalf of BT to undertake tree surgery to clear a route for a new fibre cable.

The M23 will have closures over four weekends beginning on Friday 28th February and continue for four weekends. The closures will start at 9:00pm on Friday and the M23 will reopen at 5:00am on Monday morning.

Mr Dawes has e-mailed the Clerk and asked that she gives his regards to the Council Members at the meeting and he hopes they have a good 2020. He also said he is very interested in the saga of the burial place near the Church.

206 As the following item was Confidential, the Chairman asked members of the public to leave the meeting:

Meeting closed at 8:26pm

SignedChairman

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