

MINUTES OF THE TURNERS HILL PARISH COUNCIL MEETING HELD ON
TUESDAY 5th August 2025 AT THE ARK

PRESENT: Cllr B Forbes (Chairman) Cllr S Hughesdon (Vice Chairman) Cllr J Forbes Cllr C Jarvis
Cllr G Marsh Cllr I Gibson Cllr F Lutman
Mrs C Jim (Clerk) and 6 members of the public

066 Apologies – Cllr P Coote

067 Declarations of interests in any agenda item listed – None

068 Fifteen minutes public participation – Two representatives from St Leonard's Church Parochial Church Council (PCC) attended the meeting to provide an update regarding recent changes in clergy arrangements. They explained that St Leonard's Church is no longer sharing Reverend Christine Keyte with 'All Saints Church' in Crawley Down. During this period of interregnum, the church is receiving interim support from other churches in the area, and Canon David Tickner will be assisting with services. The PCC members reassured everyone that St Leonard's Church remains open and fully operational for all services, including funerals, weddings, and other allied events. Every effort is being made to resume regular Sunday worship as soon as possible.

A special service will be held on 19th October, led by Archdeacon Angela Martin, and all are warmly invited to attend.

A member of the public expressed disappointment regarding the recent refusal of planning applications DM/25/1248 and DM/25/1249, relating to 9 Newstone Cottages, East Street. Councillors advised that the appropriate course of action would be to submit an appeal to the Planning Inspectorate. It was noted that any appeal must be lodged within 90 days of the date of the refusal notification.

069 Chairman's Announcements

Highway Safety Concern – Turners Hill Fire Station

The Chairman reported that he had recently spoken with Lee Aggett, the Fire Chief at Turners Hill Fire Station, who raised concerns about motorists ignoring the yellow box markings outside the station while queuing at the crossroads. This behaviour is causing delays for emergency vehicles attempting to exit the station during callouts, potentially impacting response times. It was agreed that the issue should be formally raised with Adam Denby, the Highways Manager for Turners Hill, to bring it to the attention of the Highways Department for appropriate action.

Play Days events - The Chairman stated that he has raised his concerns with Mid Sussex District Council regarding why Turners Hill has not yet been selected to host a Play Days event, noting that such events are taking place in neighbouring towns and villages.

070 The Minutes of the Parish Council Meeting held on 1st July 2025 were approved and signed by the Chairman.

071 Matters currently being pursued by the Clerk

- Legionella Audit – The Ark - The Clerk reported that a contractor had been appointed to carry out a legionella audit at The Ark. The audit was conducted on 5th August 2025, and the Council is currently awaiting the findings and any recommendations. These will help inform more efficient and effective management of legionella control within the building.
- Dunlop Hall Floor Replacement – Section 106 Funding

The Clerk provided an update regarding the application for Section 106 funding for the replacement of the Dunlop Hall floor. Despite being previously advised that a decision would be communicated in June, Mid Sussex District Council (MSDC) has yet to notify either the Parish Council or the Cricket Club of the outcome. The Clerk has since followed up with the newly appointed Section 106 Officer, Mark McLaughlin, who has confirmed that Ann Biggs holds delegated authority to approve grants of up to £200,000.

Cllr I. Gibson, in his capacity as District Councillor, offered to follow up with MSDC to seek clarification and progress on the matter.

072 Planning Applications – to consider the following:

DM/25/1778 Worth School, Paddockhurst Road
Installation of an emergency standby generator to be positioned
on an external structural concrete base.

The Parish Council raised no objections and noted that they had previously commented on this application when it was last submitted.

073 Report on previous planning applications:

DM/25/1723 4 Linnet Close Expired comment period; awaiting outcome
Mature Oak - Remove section of tree root causing interference
to pathway and leave all remaining root and the tree intact.

DM/25/1248 & 8 Newstone Cottages, East Street
DM/25/1249 Refused 11th July 2025

DM/25/1622 9 Newstone Cottages, East Street
Approval non-material amendment 15th July 2025

DM/25/1633 Chimneys, 7 Newstone Cottages, East Street
Various trees No objection 25th July 2025

DM/25/1636 & Worth School, Paddockhurst Rd - Expired comment
DM/25/1637 Expired comment period (*PC previously commented*)
Reinstatement of an existing kitchen and surrounding spaces recently damaged by fire.
Replacement of external windows. Removal of 5 external roof lanterns and replacement
with new flat roofs.

DM/25/1712 Rashes Farm, Selsfield Rd
Erection of a Forestry Barn - Permission 25th July 2025

AP/24/0059 Medvale Farm, East Street
Notification of Planning appeals - Dismissed 18.07.2025

DM/24/1931 Burleigh Oaks Stables, East Street
Application withdrawn 5th August 2025

074 The Ark Community Executive Committee:

a The minutes of the Ark Community Executive meeting held on 15th July 2025 were approved
and signed by the chairman.

- b It was RESOLVED to appoint carpenter Trevor Fenn to replace the left-hand external Dove Suite door – quote £1260.
- 075 The financial report – quarter 1, for the period 1st April – 30th June 2025 was noted by the Parish Councillors.
- 076 The completion of the External Audit for the year ended 31st March 2025 was noted – no notes were raised by the Auditor. The Notice of Conclusion of Audit has now been published.
- 077 Accounts Due for Payment:
It was RESOLVED that:
- a The Accounts shown on the schedule as being due for payment be paid.
- b The Accounts shown on the schedule as being paid since the meeting held on 1st July, be approved; and
- c The Accounts schedule be duly signed.
- 078 The Allotment Judging has taken place and the results are:
- 1st Prize: Ami Smith
 - Runner-Up: Mr & Mrs Harding
- 079 It was noted that Santander from 1st October 2025, will introduce a monthly account fee of £4.99 for the Treasurer's Current Account.
- 080 Policies Reviewed:
- a The Community Emergency Plan policy
The review of this policy was deferred to the September meeting to allow councillors sufficient time for consideration.
- b Protocol for Marking the Death of a Senior National Figure or Local Holder of High Office
Although not scheduled for review, the protocol was reviewed, and one amendment was proposed: to update the reference from "H.R.H. The Queen Consort" to "H.M. The Queen".
- 081 The 'Walk & Drive in Safety' policy was reviewed, and the following amendments were proposed and agreed:
- To reword the section about the 20mph limit to state that West Sussex County Council advised the parish council to not reapply.
 - The section 'Junction of Paddockhurst/Church Road'. To be amended to note that plans for the Vicarage Field are available and with MSDC.
 - Lion Lane - raised pillow - the Community Highways Application was agreed and is being taken forward by West Sussex Highways.
 - Church Road – To be amended to state that there is approval for an extra crossing patrol.
- 082 Correspondence
- To note the National Joint Council for Local Government Services (NJC) has reached an agreement on rates of pay applicable from 1 April 2025 to 31 March 2026. The payroll provider has been notified to back pay the incremental amount applicable for the Clerk and Assistant Clerk.

The Chairman closed the meeting at 8:40pm

SignedChairman
2nd September 2025