

WORTH PARISH COUNCIL

Full Council

Public Pack

March 25th 2019

Issued: 19th February 2019

Notice of Meeting

You are hereby summoned to the **Full Council Meeting** of Worth Parish Council to be held at 1st Floor, The Parish Hub, Borers Arms Road, Cophorne, on **Monday 25th March 2019** at 19.30hr when the following business will be considered and transacted.

Mrs. J. Nagy
CLERK TO THE COUNCIL

AGENDA

- 1. Public Question Time – 15 minutes** – to receive and act upon if considered necessary, comments made by members of the public.

The public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.

- 2. Apologies** – to receive and approve apologies for absence
- 3. Declarations of Disclosable Pecuniary and Other Interests** – to receive any declarations of interest from Councillors. Note Agenda Item 11 for discussion on this matter.
- 4. Minutes** – to discuss, amend if necessary and thereafter approve the Minutes of the Council meeting held on Monday, 25th February 2019
- 5. Chairman's Announcements** – to receive any announcements by the Chairman of the Council.
- 6. Correspondence & Action List-** to note correspondence received, and resolutions acted upon since the last meeting
- 7. Committees** – to report and if necessary, approve the Minutes including recommendations as a true and correct record of the following Committee and Sub Committee Meetings:
 - Planning & Highways Committee, 4th and 25th February 2019**
Date of next meeting: 15th April 2019
 - General Purposes and Finance Committee, 14th January and 11th February**
Date of next meeting: 15th March 2019
 - Allotment Sub Committee, 21st February 2019**
Date of next meeting: when required
 - HR Committee, 6th March 2019**
Date of next meeting: when required

- **Crawley Down Neighbourhood Plan Sub Committee, 12th March 2019**
Date of next meeting: when required

8. **Accounts** – to receive and approve expenditure lists and report on current financial situation, and to discuss and approve other financially related matters if necessary, including
 - Consideration of a grant of £500 for the Crawley Down Residents Association
 - Consideration of a grant of £1000 for the Copthorne Village Hall
9. **Copthorne Neighbourhood Plan** – to consider and agree expenditure relating to the publication and circulation of a Housing Needs Survey for Copthorne
10. **Council Land and Buildings**** – to consider, discuss and comment upon matters relating to Council owned or leased land and buildings
11. **Dispensations** – to consider, discuss and comment upon the following:
 - The position of the Parish Council in regard to allowing individual councillors to take a full and active part in discussing documents which inform the planning process and in particular the District Plan.
 - The position of the Parish Council in regard to allowing individual councillors to take a full and active part in discussing and taking part in the formation of a Neighbourhood Plan.
 - Issuing a blanket dispensation to all councillors to allow full participation in the above activities.
12. **Allotments** – to receive and consider a recommendation from the Allotments Sub Committee in relation to increasing security at the site.
13. **Assets of Community Value** – to receive an update as to the re-registration of parish Assets of Community Value.
14. **Working Party Terms of Reference** – to receive, consider and agree general terms of reference for future Working Parties
15. **Community Land Trust Working Party** – to receive, consider and agree terms of reference for a Community Land Trust Working Party, and to agree membership of this Working Party.
16. **Reports from representatives attending outside meetings** – to receive and note reports from Councillors and the Clerk in relation to any meetings attended on behalf of the Council
17. **Personnel**** - to receive and note the resolutions and recommendations of the HR Committee meeting held on 6th March 2019
18. **Consideration of items for inclusion on future agendas** – to consider and agree items for inclusion on a future agenda.
19. **Date of the next meeting** – Monday, April 29th 2019.

****The press and public may be excluded from this item in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1 due to the confidential nature of the matter to be discussed**

ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT ALL MEETINGS

Worth Parish Council
Minutes of the Full Council
25th February 2019 commencing at 19.30hrs

Present:

Cllr Anscomb (Chairman)	Cllr Coote (Vice Chairman)
Cllr Allen	Cllr Casella
Cllr Cruickshank	Cllr Field
Cllr Gibson	Cllr Hitchcock
Cllr Gibson	Cllr Hitchcock
Cllr Hollands	Cllr Phillips
Cllr Webb	
Mrs J. Nagy (Clerk)	1 member of the public

114. Public Question Time:

The Chairman welcomed councillors and members of the public to the meeting and advised that there was no fire drill planned; if the alarms do sound, make your way to the car park. Do not use the lift. Please put mobile phones on silent, and do not use these during the course of the meeting.

No member of the public wished to speak.

115. Apologies:

Apologies were NOTED and ACCEPTED from Cllrs Curzon and Dorey

Absent: Cllrs Larkin and Lord

116. Declarations of Disclosable Pecuniary and Other Interest

Cllr Scott declared a personal interest in Item 10 relating to All Saints Church in Crawley Down, where he is Churchwarden.

117. To receive the Minutes of the Council meeting held on 28th January 2019

It was proposed by Cllr Coote seconded by Cllr Hitchcock and agreed by all present that the Minutes of the Council meeting held on 28th January 2019 were a true and correct record of the meeting, after amendments to the final paragraph of Minute 109.

118. Chairman's Announcements

The Chairman confirmed that the meetings/exhibitions to publicise the elections will be held on Saturday, 9th March at The Haven Centre and Saturday, 16th March at the Parish Hub. Councillors are invited to attend if they are free, to speak to possible candidates.

She advised that the Parish Office is short staffed at the moment, due to two members of staff being off sick in the medium term, and asked Councillors to bear this in mind when contacting the office

119. Correspondence and Action Lists

The Chairman drew councillors' attention to the correspondence list and action list issued for this meeting.

The Clerk advised that she had contacted Mr David Carden to invite him to the Planning & Highways meeting on 4th March, but he is unable to attend. At his suggestion, she has emailed Cllr Barrett-Miles of Burgess Hill Town Council, who was instrumental in promoting Burgess Hill as a strategic site; he has yet to respond. It will therefore not be possible to discuss

Crabbet Park at the P&H on Monday. Due to the timing of purdah, the Clerk suggested that perhaps now discussions should be delayed until after the elections.

It was AGREED that due to the unavailability of a speaker for 4th March, discussions relating to Crabbet Park would now take place after the elections.

The correspondence and actions were NOTED

120. Committees

To receive and adopt the following Minutes

Planning & Highways Committee 7th and 28th January 2019

Date of next meeting: 4th March 2019.

General Purposes and Finance Committee – 14th January 2019

Agreement of these Minutes was deferred to the next meeting

Date of next meeting: 11th March 2019

The Minutes and resolutions therein were duly NOTED

Allotment Sub Committee – 19th February 2019

The Sub Committee had a meeting, preceded by a site visit; however, the Minutes have not yet been produced.

121. Accounts & Financial Matters

The GP&F Committee approved balances and transactions up to 31st January 2018 at its last meeting.

The lease agreement for the new photocopier has been signed with KCS and it should be installed w/c 11th March.

Councillors NOTED this information

122. Council Land & Buildings

Cllr Scott declared an interest in this matter, as he is a Churchwarden at All Saints Church. He took no part in discussion.

All Saints Crawley Down

The Church is in the process of applying to the Ministry of Justice for formal closure and has written to the Council to advise them of its intentions.

Councillors NOTED All Saints Church's intention to close the graveyard, and it was RESOLVED by all present to formally write to confirm that the Council has no objection to the closure

Air conditioning

The air-conditioning has been fitted into the South Room.

Councillors NOTED this information

123. Asset of Community Value

The Clerk was asked to re-register the Royal Oak in Crawley Down as an Asset of Community Value and to check the expiry dates of other ACVs in the parish.

She has ascertained that the two other ACVs are the Burstow Allotment site, and the Prince Albert pub in Cophthorne. These too expire at the beginning of September 2019, so she has commenced the process of re-registering. She has yet to hear from MSDC however, as to how to go about a re-registration, as it is seeking legal advice

Cllr Gibson said that re-registering the Royal Oak may not be appropriate at the present time; although he noted the Council's unanimous resolution to action this at the last meeting. The application to re-register may be challenged and be unsuccessful. At least the current registration is valid until September.

Cllr Field suggested that the Clerk ascertain what effect any challenge to re-registration will have on the current registration; AGREED.

On the subject of the Royal Oak, Cllr Coote advised that in his capacity as District Councillor, he had asked WSCC Highways to investigate the repeated flooding outside the pub.

124 Report from representatives attending outside meetings

5th February 2019 CLC meeting, attended by Cllr Phillips

Cllr Phillips reported that he represented the Council on the matter of double yellow lines in Calluna Drive, Copthorne. Cllr Acraman, the Copthorne County Councillor was not present at the meeting, nor had he submitted a written representation as he had promised. The Committee was minded to agree the extended scheme, contrary to the advice of its officers, but was reluctant to do so without the views of Cllr Acraman. The matter was deferred to the next meeting, scheduled for 5th June.

Cllr Gibson reported that he also attended the meeting and had queried the removal of the trees at the M23 J10 roundabout. This is to be investigated and reported to the next meeting.

The Clerk noted that at the P&H meeting on 4th February, it was reported Richard Speller, Local Highways Manager had advised that the trees were removed by WSCC Development team. Cllr Gibson said that this was not the case, and currently it was unknown which body or authority had undertaken the work.

Cllr Webb asked if the trees would be re-planted on a two for one basis. Cllr Gibson said that it would be unfair, in his opinion, to ask APH parking to provide screening vegetation as this was in place at the time of that planning permission being granted. Responsibility for re-planting should be with the organisation who took down the trees.

Cluster Group Clerks meeting, 12th February, attended by the Clerk. After the Cluster Group meeting of 23rd January, it was agreed that the clerks of councils which had agreed to fund an additional SID machine would meet to agree which device to purchase. East Grinstead, Turners Hill, West Hoathly, Ashurst Wood, Balcombe and Worth Councils are all contributing, and the purchase is in hand. WSCC has also purchased a replacement device for the one that was stolen so Worth will have access to two SIDs.

Councillors NOTED the information relation to the SID machines

SLCC Practitioners Conference - 14th & 15th February, attended by the Clerk. This was an excellent opportunity to network, and the Clerk attended sessions on a paperless office, Effectiveness in the Work Place, Ethical Standards, London Bridge protocol (death of a senior royal) GDPR, funding and elections. The Clerk advised that due to her continued professional development in the sector, she is now a Principal Member of the Society of Local Council Clerks, so is entitled to use the letters PSLCC after her name.

MSDC Planning Committee meeting, 21st February, attended by Cllr Phillips

Cllr Phillips represented the Council in speaking in objection to DM/18/3525, the Gypsy & Traveller site proposals in Lower Hollow Copse, Copthorne.

The application was permitted unanimously by MSDC despite local opposition. Cllr Phillips found that officers' answers to questions raised was defensive and the content poor. It was disappointing to note that Cllr Matthews, a Copthorne District Councillor had voted in favour. Cllr Dorey, the other Copthorne District Councillor, had given his apologies but had submitted a statement citing his objection, which was noted.

It is understood that the Pot Common Group, a group of local residents, were investigating legal options to challenge the decision.

Cllr Phillips asked for this matter to be an agenda item on the next P&H meeting for discussion to take place as to whether the Council wished to assist in some way.

Cllr Phillips confirmed that the Copthorne Village Association had written to the Secretary of State asking for the application to be called in; this had been refused, and the decision notice has been issued.

Cllr Gibson said that if a Judicial Review was being considered, a successful result only "rolled back" the process to a time before a decision. The process could be repeated, and the same decision reached.

It was AGREED to put consideration of future action in relation to the permission of the Gypsy and Traveller proposals on the agenda for the Planning & Highways Committee on 4th March.

MSALC Conference, 22nd February, attended by Cllrs Anscomb, Coote and Gibson

Cllrs Hitchcock and Phillips also attended the meeting.

Cllr Hitchcock reported that there were four speakers – WSCC Leader Louise Goldsmith, Lee Harris, WSCC Director of Economy, Infrastructure and Environment, Gary Wall, MSDC Leader and Katy Bourne, Police & Crime Commissioner.

Louise Goldsmith talked about the WSCC budget of £575 million, and the proportion of that spent on social care. She asked about communication between the three tiers of County, District and Towns/Parishes and was told that it was poor between the County and District, and the towns and parishes.

Lee Harris spoke about changes waste management to incorporate food waste, which will go to a prototype anaerobic digester in Warnham. This currently produces a sludge which goes to sewerage treatment plants but will be producing pellets in the future.

With regard to Highways, the allocated budget is £46 million, or 8% of the total. There is a national year on year reduction in spending on highways. The current contractor is Balfour Beatty. Delegates gave their opinion of the poor quality of work undertaken, much of which needs to be re-done within a short period of time.

Gary Wall, together with Judy Holmes, MSDC Deputy Chief Executive, advised that the government is revising national housing targets upwards. The district 5-year housing supply is dependent on housing completions, and the current downturn in the housing market is not good news.

MSDC welcomes Community Land Trusts, is happy to discuss these with town and parishes, and will assist in designating land.

Katy Bourne advised that a £16 million windfall will provide new PSCOs, Specials and Police Officers, a total of 250 new recruits.

Any reports of allegations of fraud should be reported to the Action Fraud website.

St Modwen's Liaison Group meeting, 7th February, attended by Cllrs Blakemore and Phillips
Cllr Phillips reported that the doctors' surgery was still a possibility. St Modwens are to meet with WSCC on 15th February to discuss the school provision. Footpaths around the site will be completed by the building of the 75th dwelling.

Access to the potential school and doctors' surgery will be via the Shipley Bridge entrance, so it will not be just for buses and emergency vehicles as first thought.

The A264 will be shut at night for a period in March to allow for surfacing works.

Discussions are being held with Metrobus in relation to diverting a route to serve the estate.

The route of the footpath/cycle way through to Erica Way has not been finalised; discussions are taking place with the Holly Farm developers.

There will be provision for allotments on site; St Modwen's will be approaching the Parish Council to manage these.

Building of the houses will commence in May.

125 Item for future agendas

Further to the last meeting, the Clerk re-issued advice as to how to access Council emails on mobile phones, and Cllrs Dorey and Blakemore have indicated they are now able to do so.

Cllr Hollands is still unable to access; the Clerk suggested that she contact the Council's IT contractor direct for advice.

Cllr Hitchcock asked for consideration of dispensations for all councillors involved in the neighbourhood plan process to be an agenda item for the next meeting – AGREED.

126 Date of the next meeting

The date of the next meeting is Monday, 25th March 2019

Meeting closed at 8.20pm

Chairman: _____

Date: _____