

# Shermanbury Parish Council

67 Oak Tree Drive, Hassocks, West Sussex. BN6 8YA

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www.shermanburyparishcouncil.co.uk

Minutes of Shermanbury Parish Council Meeting held **Tuesday 10<sup>th</sup> June at 7.00pm in the Peacock Rooms at the Royal Oak Pub in Wineham.**

**Items marked \* means supporting paper supplied**

## Minutes

### **1.14 Persons Present and Apologies for Absence**

Present: Cllr J Downs, Cllr V Harrison, Cllr C Whitton, Cllr T Brown, Cllr G White and Clerk D Langston.

Also present: Cllr L Barnard – West Sussex County Council and Cllr R Clarke, Horsham District Council. Apologies received from: Cllr J Chowen – HDC,

Members of the public in attendance; Mr. & Mrs. N Clarke, Mr. & Mrs. Raybould, who all left after point 5.

### **2.14 Declaration of Members Interests – None declared**

### **3.14 Approval of the previous PC meeting minutes held on 12.05.2014**

Minutes approved and signed by the Chairman.

### **4.14 Report from WSCC Cllr L Barnard – West Sussex Fire and Rescue Services have recently started consultations to save costs these include cutting both stations and staffing levels, currently no stations in our area are due for closure, any shortfall within local stations i.e. Partridge Green will be covered by both Henfield and Horsham.**

Mayfield have asked local authorities to confirm infrastructure requirements in relation to their proposed development. The earliest planning submission date for Mayfield for is around Autumn 2015.

**Report from HDC Cllr R Clarke –** Horsham District Council have appointed a new Chairman, Mr. Brian O’Connell who will remain in office until next May. Cllr Clarke confirmed that the Horsham Planning Strategy shows a preference towards north Horsham due to the infrastructure already being in place.

### **5.14 Planning and Enforcement Matters –**

DC/14/1028 – Roma Farm, Wineham Lane, Wineham, Erection of single detached dwelling (incorporating removal of existing mobile home and 592 sq.m. of existing outbuildings). Councillor Whitton asked where the package sewerage plant was to discharge, Mr. & Mrs. Raybould stated this would be decided when the detailed drawings were produced. Council also heard comments of support from Mr. & Mrs. Clarke who as residents of the nearest property felt that the proposed dwelling would fit in well with the current landscape and would improve the outlook of the area in question as the current outbuildings and mobile homes are an eyesore. Council voted unanimously to support the application.

DC/14/1100 Change of use of building to ancillary residential accommodation to Park Farm. Council confirmed it has no objections to this application.

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**6.14 Wineham & Shermanbury Neighbourhood Plan (WASP) update/Funding** – Cllr Whitton and Cllr Brown confirmed that the attached article describing the update at the Annual Meeting is now on the website. The NBP Steering group is currently seeking sites for development and has written to land owners of these sites asking for confirmation of interest. A meeting of the WASP Steering group is planned for the near future to discuss policies. Once draft policies are agreed by the WASP Steering Committee and discussions have been held with developers the results will be discussed in Focus Groups comprised of local Shermanbury Parish residents.

Cllr Brown confirmed that adjoining Parish Councils will be invited to meet and discuss WASP and their progress with Neighbourhood Planning to ensure maximum co-operation is achieved locally. Cllr Clarke confirmed that Neighbourhood Planning is a priority for HDC. He further commented that the first 200 District planning strategy frameworks throughout England have failed at inspection and that a change in the inspection methodology has been implemented.

## 7.14 Parish Matters

7.1 Cemetery, Frylands Lane – Request for screening from neighboring property, Cllr Harrison will discuss with resident. **Action ongoing Cllr Harrison.**

Concerns were raised over the number of plots still available Cllr Whitton will look into Ownership of land adjacent to the Cemetery. **Action ongoing Cllr Whitton.**

7.2 Footpaths, Cllr White raised concerns over several footpaths in the area and the lack of response from the WSCC rangers, council agreed to raise a letter to WSCC asking for these issues to be resolved. **Action ongoing Cllr White.**

7.3 Highways – Frylands Lane still has problems with a collapsed culvert, whilst the grass verges along the Brighton Road are on ongoing issue. Clerk advised planned meeting with Tim Boxall WSCC Highways to resolve. **Action ongoing Clerk D Langston.**

**8.14 Mayfields** – Cllr J Downs addressed the meeting regarding the subject of ‘The Parish Council and Mayfield, any other development and LAMBS as follows;

At this juncture I think it is important to understand the overriding importance of achieving a good Neighbourhood Plan, say by May 2015, without any successful challenges mounted against us. To prevent opening questions to pre judgment during the process, we must be careful about how the Council deals with Mayfield, any other development and LAMBS.

This applies to the Council as an organization and not to individuals acting on their own behalf, who are free to do as they choose, within reason.

As a Council we must be seen to be open minded and not guilty of pre judgment. Hence we cannot be seen to support any pressure group.

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Nothing like Mayfield has threatened our Parish before; and so inevitably there have been inconsistencies in our policy, and serious disagreements from time to time. However past is past and the most important thing now is to do a super job in the future.

## 9.14 Finance and Administration

**9.1** Cheques presented for signature which have arisen since production of Agenda as follows;

E.M. Jones – Cemetery Maintenance Cheque 100053 £345.00

D. Langston Expenses April/May includes CiLCA registration Cheque 100054 £257.74

HDC Invoice 2526573 Litter Bins Cheque 100055 £36.66

WSSC Invoice 8001032031 Clerks Salary May Cheque 100056 £418.86

SLCC Membership Cheque 100057 £58.00

Peter Frost Internal Audit Cheque 100058 £140.65

**9.2** Following the recent Internal Audit carried out by Peter J Consultants who are our appointed

Auditors Council confirmed continued acceptance of the following updated procedures;

Standing Orders for Local Council

Code of Practice for Handling Complaints from the Public

Freedom Of Information Act – paperwork

Financial Regulations

Code of Conduct

Risk Assessment Register – amended in line with Internal Audit Report

Council confirmed that under Section 137 of The Local Government Act 1972 it has the power to make donations to charitable causes as it deems fit.

Chairman signed Year End Balance Sheet and all External Audit Paperwork.

**9.3** Archiving – Clerk confirmed that all paperwork still to be retained can be sent to the Records Office at WSSC, Council agreed that this was good practice and Clerk will therefore arrange this with WSSC.

## 10.14 Vacancies:

**10.1 Councillor/s** – There are still vacancies for Councillors however it is hoped that one interested party will be available in the autumn.

## 11.14 Members Questions and Comments

CLlr Whitton updated Council on combined Fun Day with St Giles, Council resolved to raise donations from profits to both Heart to Heart and PARC.

**Date of next meeting: Monday 21st July 2014 – 7pm in the Peacock Rooms, Royal Oak, Wineham.**