

Shermanbury Parish Council

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Minutes of Shermanbury Parish Council Meeting held Monday 25th January 2016 at 7.00pm in the Peacock Rooms at the Royal Oak Pub in Wineham.

Minutes

01.16 Persons Present and Apologies for Absence

Present: Cllr C Whitton, Cllr T Brown, Cllr P Lightburn, Cllr G White, and Clerk D Langston.

Cllr J Chowen and Cllr R Clarke Horsham District Council

Apologies received from: Cllr L Barnard West Sussex County Council

02.16 Election of Chair of the Council – Cllr Whitton was proposed by Cllr Brown, seconded by Cllr Lightburn and duly elected. Declaration of office was signed.

03.16 Election of Vice-Chairman – Cllr Brown was proposed by Cllr Whitton, seconded by Cllr White and duly elected.

04.16 Declaration of Members Interests – None declared

05.16 Public Forum – No members of the public were present

06.16 Approval of the previous PC meeting minutes held on 14th December 2015. Minutes were approved signed by the Chairman.

07.16 Matters arising from previous minutes not covered elsewhere on the Agenda.

Council resolved to remove V. Harrison from the bank mandate. Cllr White will be added as a signatory. **Action Clerk.**

08.16 HDC Cllr Roger Clarke updated the meeting on the current situation with Horsham District Council who have now well under way with the Business Transformation Programme. This item commenced with the transference to the new premises and will continue largely with IT based projects ensuring the Council will operate more keenly.

Due to promotion a new Director of Cooperate Resources has been recruited, it is hoped the successful candidate will be in post within 3 months.

HDC Cllr Jonathan Chowen confirmed Horsham District Planning Framework passed the recent judicial review and is now in place. This is a five year plan which will recommence review in 3 years time.

Devolution process is still being reviewed. West Sussex County Council have been working hard across East and West Sussex and Surrey to develop their offer. The application will be considered in line with the offer from Brighton & Hove, Mid Sussex, Adur, Worthing and Lewes.

Budget changes at HDC will reflect in a 1-2% increase on Council Tax and a small increase to the green waste charges. Council are also discussing the possibility of introducing parking charges on both Sundays and Bank Holidays.

Broadbridge Heath Leisure Centre has now commenced the design process confirmation was given that this will be a dry centre only as swimming facilities will be retained in their current locations.

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09.15 Neighbourhood Plan (WASP) update – Cllr Brown confirmed the Regulation 14 public consultation will finish at midnight tonight, Monday 25th January 2016. Comments received so far appear to be primarily positive. Clerk will email all comments to DowsettMayhew who will then produce an updated version of the plan ready for discussion at a meeting of the NBP Working Group on Friday 29th January 2016. The council will need to hold an Extraordinary Meeting to formally accept. **Action NBP Working Group.**

Regulation 16 will be taken on by HDC who will arrange for an independent Inspector to review and carry out consultation. Council agreed that the final referendum should be at a polling station sited within the Parish and this request will be formally made to HDC. **Action Clerk will contact HDC for confirmation.**

Council confirmed to Cllr Chowen and Cllr Clarke of the intention to form several sub- committees who will work in conjunction with HDC and WSCC to ensure the aims and policies of the WASP, which reflect local opinion, are the subject of ongoing council plans. Cllr Chowen confirmed several parishes are already doing this by raising the Precept.

10.16 To discuss Planning and Enforcement Matters to include any planning applications received since production of the Agenda. There were no planning applications received.

11.16 To receive confirmation of decisions regarding previously discussed planning applications.

DC/15/2510 Springlands Barn, Frylands Lane. Retrospective application for conversion of barn to single residential dwelling (Full application).

DC/15/2511 Springlands Barn, Frylands Lane. Retrospective application for conversion of barn to single residential dwelling (Listed Building Consent).

Horsham District Council confirms amended plans have been submitted for the above applications. Council will discuss these at a future meeting.

DC/15/2629 Royal Oak Wineham Lane. Use of the land for the stationing of a mobile home for residential purposes (Certificate of Lawful Development - Existing) Permission granted.

Footpath Diversion Order Path 2383 and 2384. Item remains ongoing.

12.16 Parish Matters

12.1 Workstream Committee. Council resolved to review the following areas as part on ongoing Council plans.

1. Road Safety.
- 1.1 Village Entrance Gates.
2. Flooding – Operation Watershed.
- 2.1 Bottom of A281 and gardens of houses to the east side of the A281 from Partridge Green junction to Mockbridge.
- 2.2 Riparian Ditches Campaign.
- 3.0 Community Cohesion.
- 3.1 Photographic Competition. **Action PL**
- 3.2 Good Neighbour Scheme. **Action PL**
- 3.3 Parish Signage – To include PRO, facilities and places of interest.

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- 4. Keep Shermanbury Tidy.
- 4.1 Clerk to look into the use of Community Payback Team. **Action DL.**
- 4.2 Overall areas requiring tidying up. **Action GW**
- 4.3 Bus Shelters and Bus Stops. **Action Full Council**
- 5.0 Email/Website. Council will look into the support and possible update of these areas. **Action TB.**

These will be the initial Workstream Committee headings these may be amended if additional groups are required. Parish Magazine will be finalized next week Cllr Brown will put together a short article for inclusion which will include the consultation of WASP. **Action Cllr Brown.**

12.2 Highways issues. Clerk will send a copy of the minutes from the WSCC Highways Meeting on 15th December to Highways Department highlighting their areas for action.

12.3 Queen's Birthday Celebrations. Council agreed that this should be marked by the Parish. Although the idea of a BBQ had been looked into it was highlighted that the date of 11th June 2016 would clash with several other large local events. Council will continue to investigate this item. **Action Ongoing.**

13.16. Councillor Vacancies. With the resignation of V. Harrison there are now three vacancies. Several interested parties are considering these roles. Council will continue to promote these to local residents. **Action Full Council.**

14.16 Finance and Administration.

Balance sheet and update given by Clerk.

Consider Budget and confirm Precept 2016/2017. Following several Budget Meetings and further discussion it was unanimously resolved to raise the Precept for 2016/2017 to the sum of £16,500. (Sixteen thousand, five hundred pounds). Clerk will confirm with HDC. **Action Clerk.**

Confirmation was given of VAT Reclaim to the period 31st December 2015.

Confirmation of Cheques for signature or raised since last meeting

£160.00 E.M Jones Cemetery Maintenance

£588.75 WSCC Invoice 8001131615

£80.89 D Langston Expenses

15.16 Any other Business (Please note that no decisions may lawfully be made under this item, but matters may be discussed which involve no more than an exchange of information). Clerk will continue to investigate various accounts packages and will keep Council informed. **Action Clerk.**

16.16. Date of future meetings:

21st March 2016

31st May 2016 – Annual Meeting

1st August 2016

26th September 2016

28th November 2016

12th December 2016