

# 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 Monday 27<sup>th</sup> November 2017 at 7.00pm in the Peacock Rooms at the Royal Oak Pub in Wineham.

### Minutes

Present: Cllr P. Lightburn, Cllr A. Ofield-Kerr, Cllr G White and Clerk D Langston.

West Sussex County Councillor L Barnard.

Horsham District Councillor J Chowen.

Cllr C. Ansell arrived during Item 96

#### **89.17 Apologies for Absence.**

Apologies received from Horsham District Councillor R. Clarke and Shermanbury Parish Councillors T. Brown, C. Foster and P. Lightburn.

**90.17 Declaration of Members Interests.** No interests were declared.

**91.17 Approval of the previous PC meeting minutes held on 8<sup>th</sup> November 2017.** Minutes were approved as a true record by council and signed by Cllr Lightburn the acting Chairman.

#### **92.17 To discuss the rectification of road safety issues within the parish predominantly along the A281.**

Council will raise a request to WSCC Highways for a risk assessment to be carried out on bus stops along the A281. Whilst this task is being undertaken, Council will consider if alternative sites would enable safer access to bus stops and will submit this information to WSCC Highways for consideration. Clerk will liaise with WSCC Highways to ascertain details on companies providing speed data collection and will arrange for mobile units to be located throughout the parish. These items will be carried forward to a Work Steam meeting. **Action: Council/Clerk.**

**93.17 To receive and consider any County Council reports and communications not covered elsewhere on this Agenda.** Cllr Barnard has recently been involved with the interviewing of members for the remuneration panel, interviews included candidates from Henfield and Bosham.

It is hoped to hold a Chairman's reception to commemorate 100 years since WW1 at locally based Camelia Botnar further details are still to be finalized.

The current Director of Adults and Children's Services will be retiring in January and a new replacement has been appointed who will take over then.

Council highlighted the proposed works to The Causeway will have an impact on locally based businesses. Due to proposed cost implications it will not be possible to keep the vehicular access open during the program of works.

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**94.17 To receive and consider any District Council reports and communications not covered elsewhere on this Agenda.** Cllr Chowen highlighted the new Neighbourhood Warden scheme being piloted by HDC. Council may wish to consider sharing the services of these Wardens with other local parishes in order to deal with low level crime, community cohesion and social works. Item to be carried forward for further discussion at a Workstream Meeting. **Action: Council/Clerk.**

HDC is currently working to produce a balanced budget through to the year 2020. The much highlighted recycling push commences in the New Year all residents should be aware of the proposed changes.

With the need to make provision for Gypsy Travelers' Horsham District Council have recently put out a call for proposed sites.

The New Bridge Leisure Centre at Broadbridge Heath is now open providing a six court sports hall and dry side facilities.

HDC Year of Culture grant applications were discussed. Council will submit a notice of interest. **Action: Clerk.**

## **95.17 To discuss and resolve the following planning matters.**

**DC/17/2556** Morley Manor, Brighton Road, Shermanbury. Retrospective application for the retention of a three bay garage and the demolition of a single garage bay. Council resolved it has no objections to the application.

**DC/17/2557** Morley Manor, Brighton Road, Shermanbury. Retrospective application for the retention of a three bay stable. Council resolved it has no objections to the application.

**DC/17/2558** Morley Manor, Brighton Road, Shermanbury. Retrospective application for the retention of staff accommodation and ancillary facilities to rear of main dwelling. Proposed reduction of roofline by 600mm, removal of dormer windows and replacement with conservation roof lights. Council resolved it has no objections to the application however conditions should be imposed to ensure ancillary accommodation cannot be treated as a separate dwelling.

**DC/17/2601** Agricultural Building West of Tudor Lodge Brighton Road Shermanbury West Sussex. Application to confirm the Class B use (Storage of Cars, Caravans, Boats and Furniture) of Wychwood Barn for a continuous period of in excess of ten years (Certificate of Lawful Development - Existing). Council resolved it has no objections to the application however conditions must be imposed to ensure those enjoying access over right of way should not be impeded. Certificate of lawful use must also carry a condition to ensure no industrial processes should be carried out to protect the amenities of the closest neighbours.

## **96.17 Finance and Administration.**

**96.1.17** Balance Sheet handed to all Councillors and signed by Acting Chairman.

**96.2.17** Budget reviewed. Clerk will circulate proposed 2018/19 budget prior to next meeting.

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**96.3.17 To agree the proposed purchase of village gates.** Council agreed the purchase of gates up to the amount shown in the recently received estimate. Clerk will collate installation costs and circulate to Council if less than budget figures installation will be arranged in conjunction with WSCC Highways.

**96.4.17 Cheques raised for signature since previous meeting;**

£755.03 WSCC Invoice 8001251385 Salary & Pension

£110.00 DW Gardens Invoice DWG000315 Cemetery maintenance

£ 24.00 SSALC Invoice 11223 Training Event

£ 225.49 T Brown Remembrance Event Expenses

£ 35.00 IOC Annual Subscription

£ 50.00 St John Ambulance Donation following attendance at First Aid courses

£755.03 WSCC Invoice 8001258249 Salary & Pension

£ 44.21 WSCC Invoice 8001259113 Payroll provision

£110.00 DW Gardens Invoice DWG000325 Cemetery maintenance

£669.19 Came & Company Invoice 3181-2455 Annual insurance

£ 40.00 The Royal Oak Room hire 8<sup>th</sup> November 2017

**96.5.17 Cheques for signature;**

£ 90.24 D Langston Administration Expenses

£ 40.00 The Royal Oak Room hire 27<sup>th</sup> November 2017

**97.17 Date of next meeting;**

15<sup>th</sup> January 2018