

LINDFIELD PARISH COUNCIL

Minutes of the meeting of LINDFIELD PARISH COUNCIL held on THURSDAY 14 NOVEMBER 2013 at the King Edward Hall, Lindfield.

The meeting began at 7.30 p.m.

Present:]
Lindfield Parish Councillors:

Mr. W. Blunden (Chairman)
Mr. M. Allen
Mrs. J. Chatfield
Mr. A. Gomme
Mr. S. Henton
Mr. S. Hodgson
Mr. R. Pickett
Mr. R. Plass
Mr. C. Snowling
Mrs. V. Upton (Vice Chairman)

Also present: Councillor Mrs. C. Field (WSCC)
Councillor Mr. A. Lea (MSDC)
1 member of the public (until 8.20 p.m.)

In attendance: Mrs. C. Irwin

The Chairman welcomed those present.

326. APOLOGIES AND REASONS FOR ABSENCE

326.1 Apologies for absence were received from Councillors Amor and Hersey and the reasons were accepted.

327. DECLARATIONS OF INTEREST.

327.1 There were no declarations of interest from Members in respect of any items on the Agenda.

328. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

328.1 A resident of Brook Lane enquired as to whether Councillors, individually or collectively had had the opportunity to consider the effects on flooding of the recent application for development by Crest Nicolson, about which the residents of Brook Lane were very concerned. The Chairman stated that all Members were aware of the application and the views of residents would be taken into account when the application came before the Planning and Traffic Committee. Councillor Gomme, Chairman of the Planning and Traffic Committee added that the views of Lindfield Rural Parish Council would also be taken into account as a large part of the site concerned was in that Parish.

329. MINUTES OF THE COUNCIL MEETING HELD ON 12 SEPTEMBER 2013 AND THE MINUTES OF THE EXTRAORDINARY MEETING OF THE COUNCIL HELD ON 15 OCTOBER 2013.

329.1 The Chairman called for approval of the Minutes of the meeting of Lindfield Parish Council held on 12 September 2013 and the Minutes of the Extraordinary Meeting of Lindfield Parish Council held on 15 October 2013. These were **AGREED** and the Chairman **SIGNED** both sets of Minutes as being true records of those meetings.

330. CHAIRMAN'S ANNOUNCEMENTS.

330.1 Councillor John de Mierre (RIP). The Chairman expressed deepest sympathy to Mrs. de Mierre and family on the sad loss of Councillor John de Mierre who had died recently. He had been a Member of both the County and District Councils and had had a close association with Lindfield particularly with the Dramatic Society and the King Edward

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Hall. He had been a good friend to the village and the community and always had the best interests at heart, irrespective of people's affiliation to political parties.

- 330.2 Bonfire Night. The Chairman reported that between 16,000 and 18,000 people had been estimated to have attended the Bonfire Night celebrations in Lindfield and that the event had been safe and enjoyable. The Common had suffered due to the number of people, but was already recovering and it was understood that Mid Sussex District Council would be rolling the grass shortly.
- 330.3 Remembrance Service. The Chairman reported that he had been very pleasantly surprised by the huge number of people who had attended the Remembrance Service the previous Sunday, in particular the children from different organisations: schools, scouts, guides, brownies etc, who had been very well behaved. Seventeen wreaths had been laid on behalf of Village organisations by their representatives. It was **AGREED** that a letter of appreciation should be sent to the Lindfield Branch of the Royal British Legion.
- 330.4 Annual Thank You Party. The Chairman announced that the annual Thank You Party for people who delivered diaries and helped the Council in other ways had been arranged for Saturday 11 January. It was noted that the diaries were due to be delivered by 22 November. Councillor Snowling added that the response to the Poppy Appeal had been fantastic this year with over £8,000.

331. REPORT ON POLICE PRIORITIES.

- 331.1 Councillor Allen reported that the Police Neighbourhood Panel had met with PCSO Nicola Green. Representatives of the different parishes had all been pleased that the police were able to return to normal duties following the protests at Balcombe during the summer months and it had been noted that their presence in the communities had been missed.

332. REPORTS BY COUNTY COUNCILLOR / DISTRICT COUNCILLORS.

Councillor Field reported as follows:

- 332.1 Balcombe anti-fracking protesters. WSCC had been granted a possession order for the verges in Balcombe which was to be implemented during the current week. The Judge's decision had been made not on road safety grounds but because protesters' human rights did not give them the right to camp. A protest area to be used on a daily basis had been created. The possession order would also apply in the future and should prevent similar situations, with impact on local people, recurring.
- 332.2 SE Water main replacement. – road closure, B2028. Helen Card, Principal Community Officer for WSCC in this area, had been extremely helpful in setting up a meeting of all interested parties. SE Water had been very co-operative and it was hoped that lessons from other events had been learnt. Councillor Field had been surprised at the length of the road closure which was to be in two parts – All Saints to Park Lane and Park Lane onwards.
- 332.3 Central Mid Sussex County Local Committee (WSCC). Councillor Field announced the date of the next meeting of the CLC: 3 December at Haywards Heath Library, at which there was to be a presentation on road safety. It was noted that this meeting coincided with Christmas Festival Night.
- 332.4 Funding. It had been hoped that the Section 106 money from the Limes development could be applied to the repair of Newton Road, Dukes Road and Brushes Lane, but this was not possible. However approximately £100,000 was still available for road safety schemes and the Parish Council was encouraged to consider schemes to put forward. There were lessons to be learnt from the failure to put a S 59 order in place when the Limes application was approved to oblige the developer to make good damage to highways in the area due to construction traffic. Councillor Field hoped that colleagues in the MSDC Planning Department would ensure this did not happen again.
- 332.5 High Street – Post Office corner. Councillor Field was pleased with the way Helen Card was working with the Parish to progress a number of issues, including a scheme to improve the paved area at the Post Office corner.
- 332.6 WSCC Community Initiative Fund. Councillor Field reported a disappointingly low number of applications during the current financial year and there was a considerable sum remaining in the budget for organisations needing funding.

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- 332.7 West Sussex Association of Local Councils. The Association had met on 31 October with 41 Parishes represented. This was to be repeated in the north of the County in due course.

Councillor Snowling reported as follows:

- 332.8 Land to the north west of Birchen Lane. Councillor Snowling stated that the application for development of land at Sunte House had recently been turned down so there was perhaps some hope for future decisions on applications for larger developments. However if the proposal for development on the land north west of Birchen Lane was approved there would be enormous implications.

Councillor Lea reported as follows:

- 332.9 District Plan. Councillor Lea stated that he had attended the inquiry on the duty to co-operate at which only an invited group of objectors had been allowed to speak. It was critical for MSDC that the Inspector agreed that MSDC had met the duty to co-operate with neighbouring councils otherwise the District Plan process would have to be paused.

333. FUTURE USE OF THE COUNCIL'S PREMISES AT 6 DENMANS LANE.

- 333.1 It was **AGREED** that due to the confidential nature of information to be disclosed that this item should be taken in confidential session after exclusion of the public (and press). For the convenience of the County and District Councillors and the member of the public present, it was **AGREED** that this item should be deferred until the end of the meeting.

334. ACTION LIST.

- 334.1 Winter management. The Chairman urged Councillors to speak to possible volunteers.
- 334.2 Recycling article for Newsletter. It was **NOTED** that the next newsletter was due to be sent to Lindfield Life by 8 December and Members were asked to submit any items to be included to the Clerk.

335. CONSULTATION DOCUMENTS - TO NOTE / CONSIDER ANY DOCUMENTS RECEIVED.

- 335.1 There were no outstanding consultations.

336. ENVIRONMENT AND AMENITIES COMMITTEE.

- 336.1 Councillor Blunden reported on the meeting of the Environment and Amenities Committee held on 3 October 2013.
- 336.2 Village Spring Clean. By a majority of 4 votes to 2, the Committee had not been in favour of holding the Spring Clean in 2014 and the Chairman had been disappointed with this recommendation in view of the degree of interest and involvement from members of the community. Councillor Snowling proposed that the Council should take a vote on the recommendation for the sake of those who like to take part in this community activity and pointed out that voting for the event to take place did not mean that Councillors were obliged to attend.

It was **PROPOSED** by Councillor Snowling and **SECONDED** by Councillor Plass that the Spring Clean 2014 should take place. Members voted in favour of the proposal by 7 votes to 2, with one abstention. It was therefore **RESOLVED** that the Council should hold the Spring Clean event in 2014.

- 336.3 Winter Maintenance. It was **NOTED** that there had been some problems with the delivery of the reserve bags of salt: the bags intended for the Common car park off West View had been put in the Backwoods Lane car park and it had not been possible to deliver to the Allotments due to the size of the vehicle. However MSDC had given permission to store these bags at Hickmans Lane, but asked for them all to be monitored for misuse. Councillors were asked to keep an eye on the salt bags and let the Clerk know if there were any problems. The snow brush for the snow plough's power unit had been delivered and six more volunteer packs had been ordered from MSDC, which included snow grippers for shoes. Members were reminded to approach potential volunteers in time for them to be trained.

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- 336.4 Christmas Lights. The quotation had been received from Blachere for the additional lights (£4,786.00). This had been budgeted for and the Clerk, having consulted with the Chairman, had confirmed the order. A further payment of £1,589.00 would be due for the annual charges for the lights under the existing contract. A quotation had been received earlier that week from Siamax to improve the lights on the Pond, which had not been as effective as the ones used for the test. To double the number of lights on the back island would cost £1,311.84. As the orders needed to be confirmed before the next meeting of the E&A Committee, the Council **AGREED** to **CONFIRM** the additional expenditure.
- 336.5 Minutes of the meeting of the Environment and Amenities Committee held on 3 October 2013. It was **RESOLVED** that the Minutes of the meeting of the Environment and Amenities Committee held on 3 October 2013 be received and their recommendations confirmed with the exception of Minute 301.1, Spring Clean, as recorded at minute 336.2 above.

337. PLANNING AND TRAFFIC COMMITTEE.

- 337.1 It was **NOTED** that the Minutes of the meetings of the P&T Committee had only recently been circulated and it was therefore **AGREED** that these should be presented to the next meeting of the Council. Councillor Gomme reported as follows:

P&T Committee meeting 2 September 2013

Planning application 13/02660/FUL - Dukes Barn Court. This application had been approved by MSDC with conditions including the requirement for a construction management plan, as recommended in the P&T Committee's response.

Planning application 13/02750/FUL - 1 The Wilderness. This application, to which the P&T Committee had objected, had been refused by MSDC.

P&T Committee meeting 24 September 2013

Planning application 13/02968/TREE - 3 Barrington Close. The Committee had objected strongly to the felling of four oak trees on the grounds that their loss would be detrimental to visual amenity and because they absorbed considerable amounts of run-off water from the surrounding area.

P&T Committee meeting 15 October 2013

Traffic issue petition. The Committee had formally received and noted a petition seeking various traffic calming measures to reduce speeds in High Beech lane and Portsmouth Lane. When considering the budget for 2014 at the meeting held on 4 November, the Committee had made allowance for a proposed comprehensive traffic survey, particularly to gain information about the effect on the village of the Haywards Heath ring road.

- 337.2 Minutes of the Planning and Traffic Committee meetings held on 2 September, 24 September and 15 October 2013. **RESOLVED:** that the Minutes of the meetings of the Planning and Traffic Committee held on 2 September, 24 September and 15 October be received and their recommendations confirmed.

- 337.3 Neighbourhood Plan Steering Committee. Councillor Gomme reported that the Pre-submission draft of the Neighbourhood Plan had been published on 1 November for a period of six weeks public consultation. It was published on the Parish Council's website and printed copies could be inspected at both Parish Councils' offices, MSDC's planning office and Haywards Heath Library. Two Pop-In sessions had been arranged: Tuesday 19 November from 7 – 9 p.m. at the King Edward Hall and Saturday 23 November from 10 a.m. – 12 p.m. at the Millennium Centre at Scaynes Hill. The consultation period was due to end on Friday 13 December, following which the Steering Group, with assistance from the consultants would consider public comments before refining the plan for formal submission to MSDC which it was expected to do by Spring 2014. In response to a question from a Member regarding the amount of interest had been shown in the Neighbourhood Plan, it was noted that the numbers participating in the Lindfield Focus Groups had been the highest in the District. However some people's interest had

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waned when they realised they could not influence the decision on the Wates development. The Chairman commented on the amount of work that had been put into the plan, particularly by Councillor Gomme and stated that one Council had lost three members out of nine because of the amount of work involved in their Neighbourhood Plan. Councillor Gomme reported that a letter had been received from Nicholas Soames MP confirming continuing support by Nick Boles MP for the Localism Act and Neighbourhood Plans.

338. FINANCE AND GENERAL PURPOSES COMMITTEE.

Councillor Henton reported as follows:

- 338.1 External Audit. The External Auditor had signed off the Annual Return for 2012 -13 without comments. Appreciation was expressed to the RFO.
- 338.2 Minutes of the Finance and General Purposes Committee meeting held on 26 September 2013. **RESOLVED:** that the Minutes of the meeting of the Finance and General Purposes Committee held on 26 September 2013 be received and their recommendations confirmed.
- 338.3 Statements of Account/Budget Progress and Bank Reconciliation for the periods 01.08.13 to 31.08.13, and 01.09.13 to 30.09.13 and the quarterly Receipts and Payments Summary. The reports for October were not yet available. **RESOLVED:** to approve the Statements of Account / Budget Progress and Bank Reconciliation for the periods 01.08.13 to 31.08.13 and 01.09.13 to 30.09.13 and the quarterly Receipts and Payments Summary. **NOTED:**
- From a total budget of £242,025, the sum of £81,426 had been spent
 - The Finance and General Purposes Committee had spent £58,074 from the budget of £119,675 of which £53,785 was from the Admin Budget of £104,675.
 - The Environment and Amenities Committee had spent £11,329 from the budget total of £64,150.
 - The Planning and Traffic Committee had spent £8,795 from the budget total of £20,200.
- 338.4 List of cheques for approval: cheques drawn since Council meeting of 12 September 2013. The list of cheques was tabled. **NOTED:** that expenditure during this period under the powers granted by Section 137 of the Local Government Act 1972 totalled £423.30 and the Petty Cash balance at 14.11.13 was £85.87. **RESOLVED:** to approve the list of cheques numbered 105271 – 105298 totalling £20,494.11. The Chairman **SIGNED** the list of cheques which is appended to the signed copy of these Minutes as Appendix A.

339. PROPOSED PUBLIC CONVENIENCES ON THE COMMON.

- 339.1 **NOTED:** a revised plan had been received and a short meeting had been arranged with the architect and members of the working group for 22 November 2013. The surveyor had been asked for budget costings for the preferred design.

340. WATER MAINS UPGRADE IN LINDFIELD AND HAYWARD HEATH

- 340.1 **NOTED:** South East Water had applied for a temporary road closure of the B2028 between All Saints Church and Park Lane and also of Park Lane from 20 January 2014 to carry out an upgrade of the water main. At the request of the Parish Council, a meeting on 22 November had been arranged, through WSCC's Principal Community Officer for Central Mid Sussex, to enable representatives of South East Water to discuss with Parish and County Council representatives and other stakeholders the arrangements for proposed diversion routes any other issues as this was going to have a significant impact on the village and the 82 and 270 bus services. South East Water had also arranged a public drop in session in the afternoon of 22 November. Members were asked to forward to the Clerk any points or questions they wanted raised at the meeting. Councillor Allen had offered to distribute posters to shops in the High Street.

341. PARISH OFFICE: CHRISTMAS OPENING.

- 341.1 **RESOLVED:** that the Parish Office should be closed on Christmas Eve and 27 December as well as the public holidays.

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342. ANY OTHER BUSINESS.

342.1 No other items were raised.

343. EXCLUSION OF THE PUBLIC AND PRESS.

343.1 Because of the confidential nature of the business to be transacted it was **PROPOSED, SECONDED** and **AGREED**, in accordance with the Public Bodies Admission to Meetings Act 1960 section 1 (2) and the Parish Council's Standing Order 1 (c) that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be excluded.

The public part of the meeting ended at 8.27 p.m.

Councillor Field left the meeting.

344. STAFFING: TO NOTE DECISIONS MADE AT MEETING OF F&GP ON 26 SEPTEMBER 2013.

344.1 The decisions made at the meeting of the Finance and General Purposes Committee on 26 September 2013 with regard to staff salaries were **NOTED** and **CONFIRMED**.

345. PROPERTY AT 6 DENMANS LANE (deferred from item 8 on the Agenda (Minute 333.1) for consideration during confidential session).

345.1 It had previously been agreed by Council that a decision on the future of 6 Denmans Lane would not be made until 6 months had passed following the move, at which time the property had been valued. The Working Group had considered the options and a recommendation was put to Full Council.

Following discussion it was **PROPOSED, SECONDED** and **AGREED** by 9 votes in favour with one abstention, that the Council should make arrangements to rent the property to a tenant and review in a year's time.

The meeting concluded at 8.40 p.m.