



BROADBRIDGE HEATH PARISH COUNCIL

Minutes of the Parish Council Meeting held on
Monday the 13th of September 2021 at 7.30pm at
St Johns Community Hall

Present Were: Cllr Terry Oliver (Chair) (TO)

Cllr Christine Knight (CK)
Cllr David Trangmar (DT)
Cllr Debbie Lambert (DL)
Cllr Geoff Clark (GC)

Cllr Jeanne Coker (JC)
Cllr Sarah Chandler (SC)
Cllr Penny Hayles (PH)
Cllr Louise Potter (also District Cllr) (LP)

County Councillor: Christian Mitchell (CM)

Clerk: Lucinda Edwards

Assistant Clerk: Olivia Buck

Members of the Public: None

Press: None

122/21 PUBLIC SPEAKING

None

123/21 APOLOGIES AND REASON FOR ABSENCE

Apologies and reasons for absence were noted from Cllr Viv Edwards and Cllr Sam Hazell.

124/21 DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES

None.

125/21 CHAIRMAN'S ANNOUNCEMENTS

The Chairman updated members on recently attended meetings regarding the bus-gate on the C622 and discussions with County Highways, District and County Councillors.

The Chairman invited Cllr Coker to update members on her current personal situation. In consideration of this, members **AGREED** to approve a request for leave of absence for 6 months from the beginning of October. Cllr Coker requested to still be copied to emails during this time. Members wished Cllr Coker well during her period of absence.

126/21 MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING

It was **RESOLVED** by all present that the minutes of the Parish Council meeting held on Monday 26th July 2021 be accepted as a true and correct record of the meeting. One amendment was noted for correction - a typographical error in the spelling of Wilbar. Members agreed for this to be amended.

(Proposer; Cllr GC, Seconded; CK)

127/21 There were no Committee minutes for adoption.

128/21 COUNTY COUNCILLOR UPDATE

Cllr Mitchell updated members on recent meetings relating to the bus gate and County Highways plans for the introduction of the ANPR cameras. Highways officers have confirmed that the ANPR costing was budgeted for last year but that, due to safety audits, would not be activated by county council until the Traffic Regulation Order (TRO) restricting HGVs through Sargent Way is in place. Switching the cameras on would potentially cause further safety risks due to increased volume of vehicles entering Sargent Way. It has been agreed that West Sussex County Council will fund the proposed TRO. The TRO process takes some time but Cllr Mitchell advised that he will investigate if it can be fast tracked.

The 2 completed safety audits also identified the issues at the privately owned Coop car park which need resolving. County Council officers have attempted to contact the trustees to discuss solutions to no avail and this will continue to be pursued.

The Clerk added that there have been concerns for pedestrian safety due to the layout of the bollards/pedestrian area and unauthorised vehicle movements.

Cllr Mitchell proposed to organise a meeting with Highways officers.

Cllr Oliver updated members that he had been disappointed with no progression with this issue, despite efforts to take this to a higher level within WSCC by meeting with Matt Davey (Director of Highways, Transport and Planning), identifying that the Parish Council has a duty of care to protect residents of the parish.

It was **AGREED** for the Clerk to write to the police commander, on behalf of the Parish Council, to request an allocated police resource presence to be available until the ANPR is activated; and to copy this correspondence to Matt Davey (Director of Highways, Transport and Planning); Adrian Smith (Major Applications Team Leader, Horsham District Council) and the MP Jeremy Quin.

District Cllr Potter expressed disappointment that, despite the decision taken in January to delay the ANPR activation until the TRO was in place, no progress has seemingly been made. This is hugely frustrating for residents. It is imperative that the pressure is kept on.

Cllr Clark identified a potential issue that could arise from the activation of the ANPR with more general traffic through Sargent Way. This could require a future community road scheme application. It was **AGREED** for the Clerk to investigate whether these schemes can be applied for by parish councils and how they are funded.

It was **AGREED** for Cllr Mitchell to request a multi-agency meeting with the Highways team. Members **AGREED** for Cllr Oliver, Cllr Clark and the Clerk to attend this meeting representing the Parish Council.

It was **AGREED** for the Clerk to request a written statement from the Highways team, laying out formally the situation, proposals and timescales which can be shared with residents.

Cllr Mitchell updated members on the 20mph scheme and the survey which was completed in May 2021. Based on the data collected during this survey (which is modelled on a national policy on initiating 20 mph zones) expanding the 20mph zone is not possible. However, once the Robin Hood works have been completed, a further survey will be conducted and this is expected around April/May 2022 time.

129/21 DISTRICT COUNCILLOR UPDATE

Cllr Potter updated members on the compliance issues with the verges and kerbs on the Wickhurst Green development which are currently the maintenance responsibility of Bovis but will be adopted by County.

There are numerous snagging items at the Bellway allotments site which require resolution prior to transfer.

Issues continue at Horsham Stone and this is ongoing with the planning department. The conditions should by now have been met (including replacement of machinery), although Horsham Stone have advised that they can not replace the machine until next year.

There is no update on the new school. The Chairman requested an update from the County Councillor on this matter.

130/21 CLERKS UPDATE

The Clerk talked through the written update as published the supporting documents.

Members **AGREED** to express a vote of thanks to Cllr Neilson following his resignation, via a card sent on behalf of the parish council.

Members **NOTED** the written update.

131/21 HIGHWAYS AND FOOTPATHS

Cllr Clark identified a concern with the sequence of the traffic lights at the pedestrian crossing on the southbound access to the A24 from the Farthings Hill roundabout.

It was **AGREED** for the Clerk to report this.

132/21 VILLAGE CENTRE INVOICES

It was **AGREED** for the Clerk to write to the Village Centre Trustees to ask when payment would be received in respect of the invoices paid by BBHPC relating to the final costs associated with the Village Centre re-development.

133/21 PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL IN AUGUST 2021

Members **NOTED** the Planning Committee comments to applications as published in the supporting documents report.

134/21 FINANCE

Members **RESOLVED** to ratify the Payments lists for August 2021.

(Proposer; Cllr DT, Seconded; CK)

Members **RESOLVED** to ratify the Payments lists for September 2021.

(Proposer; Cllr LP, Seconded; CK)

135/21 Members **RESOLVED** to defer the Finance Update and for the Clerk to circulate reports via email.

136/21 COMMITTEE MEMBERSHIP

The Clerk updated members on current vacancies on the committees.

Members **AGREED** for Cllr Lambert to join the Recreation Committee.

Members **AGREED** for Cllr Chandler to join the Planning Committee.

It was **AGREED** to defer the review of the committee terms of reference.

137/21 WICKHURST GREEN AND SOLOMON'S SEAL

Unfortunately there has been little progress. The compliance team at HDC are dealing with issues on the Bellway development.

It was suggested that it could be beneficial to host an informal open day once in the Parish Office and to invite key parties to provide updates on progress of the transfers and general responsibilities.

The Clerk updated members on the legal transfer of the Parish Office. Members **NOTED** the update.

138/21 CORRESPONDENCE FROM FIELD PLACE

The Clerk presented a correspondence from the Field Place estate as published in the meeting supporting documents.

It was **AGREED** for the Clerk to respond that the council had noted the correspondence and would continue to liaise with Horsham District Council on the adoption of the allotment site on the Bellway development.

139/21 CORRESPONDENCE REGARDING A264

It was **AGREED** for the Clerk to write, on behalf of the Parish Council, to Police and Crime Commissioners and Sussex Safer Roads Partnership outlining the identified concerns, per the recommendations within the supporting document.

140/21 MEMORIAL BENCH APPLICATION

Members **RESOLVED** to approve the request of an alternative bench type (Glasdon Larbrek hardwood).

Members **APPROVED** the proposed location per the supporting document report.

Members **APPROVED** the wording for the plaque

Members **AGREED** for the Clerk to seek quotes for the installation of above bench in location agreed and put together a cost proposal for the applicant.

141/21 CONSULTATIONS , MEETINGS AND ACTIVITIES

HALC MEMBERSHIP

Members were invited to stand for election for a council representative for Horsham Association of Local Councils (HALC).

There were no expressions of interest, thus members **NOTED** the vacancy.

It was **AGREED** for the Clerk to ask whether CLC has been disbanded or whether a council representation should be agreed.

Cllr Clark updated members on his attendance at the planning forum in relation to the Local Plan. Copies of the slides from the forum are expected and will be shared with members in due course.

142/21 POLICY REVIEW

Members **RESOLVED** to defer the policy review/adoption.

143/21 SOCIAL MEDIA

It was **AGREED** to share any news articles arising from the meeting.

144/21 MEETING DATES

Members **RESOLVED** to approve the recommendation to postpone the Personnel Committee meeting to 11th October to allow an informal Staff Strategy discussion on Monday 27th September.

Members **NOTED** the next planned meeting dates;
Recreation Committee – 20th of September
Parish Council Meeting – 4th of October
Personnel Committee – 11th October
Finance and Establishment Committee – 18th of October

Meeting closed at 10.15pm.