



## **Broadbridge Heath Parish Council**

### **Minutes of the Annual Parish Meeting held on Tuesday 21 May 2025 at 6.20pm, held at the Parish Office, Sargent Way, Broadbridge Heath, RH12 3TS.**

**Present:** 4 Broadbridge Heath Parish Council Members (BBHPC), 2 Horsham District Council Members (HDC), 2 West Sussex County Council Members (WSSC) and 17 members of the public.

The meeting was opened by Cllr Terry Oliver, Chairman of BBH Parish Council at 6.20pm and he thanked and welcomed everyone present for attending. He apologised for the late start caused by the over run of the previous public meeting with West Sussex County Council Highways.

#### **Minutes of Annual Parish Meeting held on Thursday 23 May 2024**

The Chairman confirmed the Minutes of the last meeting had been available on the Council's website for the past year and read out the content to those present.

It was resolved by those all present that the Minutes of the previous Annual Parish Meeting dated Thursday 23 May 2024 be accepted.

Cllr Terry Oliver, Chairman duly signed the Minutes.

#### **Address by the Chairman**

Councillor Terry Oliver advised that the Parish Council planned to inaugurate a Highways Working Party, which had the prime function to make recommendations to the Parish Council and West Sussex County Council (WSSC) Highways Department on highway matters across the village. He invited residents to participate in this group and to register their interest on the form available.

The Chairman thanked the many residents who contributed to ensuring our village remained a pleasant place to live, particularly those who voluntarily litter pick and care for the Top Common nature reserve.

He advised that the Parish Council (PC) had just installed solar lights along part Broadbridge Way (the old by-pass).

Vistry had now paid the PC to take ownership/maintenance of the Wickhurst Green allotment site and 2 play areas although the legal transfer of land had yet to take place. Negotiations started 8 years ago and continue in order to take legal control of other open space areas as well.

The Chairman invited Cllr Chandler to update the meeting regarding the continued maintenance of the Duck Pond on the Warnham side of the village. Cllr Chandler advised the meeting that the duck pond was man made and probable used to water cattle on their way for sale in Horsham market. Pete The Pond had been engaged to maintain the pond and following his work, she can confirm the Ducky has good quality of water and maintains a wide variety of pond life.

The Chairman advised that the PC was considering a community orchard and had a number of dog bins installed also a number of benches.

He advised that the PC should have 13 Councillors but, in fact, only has 7, which may rise to 8 shortly. He requested those present to consider joining the PC as Councillors.

He invited Councillor Geoff Clark to talk about planning matters. Cllr Clark advised the meeting that Horsham District Council as the Local Planning Authority consulted the PC on planning applications received in our village. There are currently 3 major applications in progress – the re-development of the WSCC Highways Depot, the housing development at Lower Broadbridge Farm, which not technically within our Parish boundary adjoins and will affect our village not Slinfold and finally the nursing home extension, which again is in Itchingfield area but adjoining our boundary and will affect our village.

Finally, the PC is aware that Vistry will shortly be applying for planning permission to develop the previously identified school site for housing.

Councillor Clark confirmed that the PC is consulted on all planning applications received in the village but is not the deciding authority.

The Chairman asked those present to put forward ideas or suggestions to improve or enhance community life in Broadbridge Heath.

Suggestions received from those present:

1. Improve communications and notification of PC meetings between residents and the PC.  
**BBHPC Response:** This will be looked into.
2. Maintenance of trees within the Wickhurst Green area.  
**BBHPC Response:** Once ownership is transferred to the PC, the trees will be regularly maintained.
3. The verge sides from the Tesco roundabout to the Co-Op shop are very untidy.  
**BBHPC Response:** The PC plan to obtain a licence from WSCC Highways to take over the maintenance of these areas.
4. Assist residents when once the Vistry planning application is received for the previously identified school site.  
**BBHPC Response:** The PC will facilitate a public meeting in due course.

**There being no other questions or matters raised, the Chairman thanked everyone for attending and contributing and closed the meeting at 7.20pm.**

Signed:

Chair of Broadbridge Heath Parish Council

Date: