



## BROADBRIDGE HEATH PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday the 2<sup>nd</sup> of March 2020 at 7.45pm in **St John's Community Hall**

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

Cllr Viv Edwards  
Cllr Roy Neilson  
Cllr Ian Blunnie  
Cllr David Milbank  
Cllr Paul Wales  
Cllr Louise Potter

Cllr Geoff Clark  
Cllr Jeanne Coker  
Cllr David Trangmar  
Cllr Penny Hayles  
Cllr Christine Knight

**Clerk:** Lucinda Edwards

**Members of the Public:** 3

**Guest Speaker:** Glenn Chipp, Chief Executive, HDC

**Press:** None

### **062/20 PUBLIC SPEAKING**

A local resident raised the issue of the proposed one way bus service through the downgraded bypass, asking the council to assist in requesting WSCC reconsider the proposals to support local travel infrastructure.

The Chairman thanked the resident and advised that the item would be discussed by members under agenda item 14.1.

### **063/20 APOLOGIES AND REASON FOR ABSENCE**

An apology and reason for absence was received from Cllr McGowan.

Councillors **NOTED** and **APPROVED** the absence.

### **064/20 DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES**

None given.

**065/20** The Chairman made a motion to move item 14.1 to the beginning of the agenda. This was **APPROVED** by members.

Members were provided with details of the bypass downgrade scheme relating to the bus lane provision. Members were informed that the decision to make the bus only section of road one-way, travelling westbound, was part of the original scheme.

Members raised questions as to why the decision was made to make this section one way only, as no explanation has been received.

It was **AGREED** for the Clerk to draft correspondence to WSCC on this matter, for approval by the Chair and Vice Chair.

**066/20** The Chairman made a motion to move item 8 to the next item, followed by item 15. Members **APPROVED** the motion.

**067/20** **Glenn Chipp – Chief Executive of HDC** presented details of the Horsham Corporate plan, suggesting ways in which the Parish Council may choose to work together with the district on various projects.

Items covered included:

Strategic Planning

- Cycleways and footways
- Electric vehicle charging points
- Leisure facilities

Local Plan

Thriving Economy

Strong, Safe Community

- Community wardens
- Community grants
- Community links

Members were interested to find out how the Parish Council could work together with HDC to build capacity and direct resources.

Green Issues

- Sussex Wildlife Trust partnership

Members were particularly interested in working with the Sussex Wildlife Trust and it was **AGREED** for the Clerk to contact the newly appointed officer.

- Programme of education to work with communities
- Sustainable developments

- Wildlife corridors
- Fly tipping
- Food waste trials

A question was asked as to what happens beyond the 2023 date range of the plan and it was confirmed that the plan would be reviewed 5 yearly.

A question was raised relating to the changes to County leadership. It was confirmed that the District and County are working to establish a good working relationship and to improve the communications across the 3 tiers.

**068/20**

### **WICKHURST GREEN AND SOLOMON'S SEAL**

Members were advised that the work on the verges on WHG are underway and planting works are in progress. No work has been done to prepare for the road surfaces as yet.

#### **The Clerk updated members with the following progress report following a meeting with HDC, and Andrew Fisher and Michael Blair of CPPLC**

- Downgrade works are expected to be complete by end of April.
- All houses on the WHG development received copies of the Newsletter
- Bovis are currently on site planting the verges and work is on target to be completed by the end of February
- The dentist and vets retail units are currently being fitted out
- Works to fit the Coop are expected to proceed closer to the completion of the downgrade works
- The nursery is expected to be opening in September
- The residential units are expected to be handed over this week and next week.
- There is no further update as yet on the allotments but a detailed plot layout plan was provided (hard copy – a digital copy has been requested). Work on the site is expected to proceed on completion of the downgrade works.
- HDC have requested a report from CPPLC with an update on the previously identified outstanding issues relating to the parcels of land
- The adoption by WSCC of the east/west link road is expected to occur this week. There is a phased adoption for the rest of the residential roads on the development.
- CPPLC will issue an update newsletter in May.
- Regarding the school parcels of land, CPPLC advised that they are awaiting a response from WSCC in relation to the supplemental wording. HDC will liaise with WSCC regarding the proposed school. Adam Chalmers is contacting Graham Olway to clarify the situation.

- HDC are in liaison with the Football Club and CPPLC regarding some outstanding issues.

The Clerk is awaiting further information on the future management of the Bellway allotments and will update members accordingly.

**069/20**

**MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING**

It was **RESOLVED** by all present that the minutes of the Parish Council meeting held on Monday the 6<sup>th</sup> January and the Parish Council meeting held on Monday 3<sup>rd</sup> February 2020 be accepted as true and correct records of the meetings, the minutes were signed.

A typo error on the County Councillors report was identified.

**070/20**

**COMMITTEE MINUTES**

It was **RESOLVED** by all present to receive and adopt the minutes of the Personnel Committee meetings held on Monday 3<sup>rd</sup> February and Monday 10<sup>th</sup> February 2020.

**071/20**

**DISTRICT AND COUNTY COUNCILLOR REPORTS**

District Councillor Matt Allen presented members with a District Councillor review of the Horsham District draft local plan.

It was **AGREED** for the Planning Committee to meet to discuss the plan and a Parish Council response to the consultation.

Members were advised that there has been no planning permission granted for the new entrance being used for access to Field Place opposite the Lawson Hunt site.

Members were updated on the situation with faulty street lights and how this has been escalated.

The Clerk read the below report from County Councillor Christian Mitchell:

I am working with residents and supporting them in their application for a TRO on the A281 behind their homes on Charrington Way. Some 55 residents support this.

This approach may be more likely and certainly cost effective as unless there is spare s106 monies (which there isn't at that size) I cannot see any monies for an acoustic road surface nor acoustic fencing. If the road was 40mph the noise from traffic should be reduced. Further there are examples where cars overtake on this

stretch of road and one does wonder if this is appropriate/safe at all to do. The whole stretch from each roundabout could be 40mph. Of course any TRO application taken many months as the Police have to be consulted and the legal order needs public advertising. All that is before any application has scored high enough to be put before the County Local Committee (CLC) for consideration.

## **County matters**

### **Children's Services**

Ofsted monitoring of Children's Services is positive. Children's Services takes significant funding and in the budget £32m is committed to drive through the necessary programmes.

Key role will be new Director of Children's Services called Ms Lucy Butler who is appointed from 14 April, former at Oxfordshire County Council.

### **Fire & Rescue Service**

WSCC are investing in F&RS with £5.5m overall including capital programme. WSCC is investing £1.4m into the fleet and are hoping to make it one of best in country.

WSCC are now in the process of designing a new state of art WSFRS at Horsham, A24 and are at point where contractor (Wilmot Dixon) can share concept design. A media event was held on 24 February 2020 and has been covered in the local press soon.

### **Budget**

The budget was approved on 14 February 2020 at full Council.

The settlement from central government announced just before Christmas (20 December, was the Provisional LG Finance Settlement). Despite challenges the budget is a balanced budget for 2020/21

Fair Funding review promised for this year. The SFA was £78m in 2019/20 and rises to £79.3m in 2020/21. WSCC has fared worse than all the group with almost a 50% reduction in our core funding (p30)

WSCC in their Fighting for Fairer Funding and the evidence document how of how WSCC suffered large disproportionate drop in funding since 2010 await any new initiative around highway funding from central government.

WSCC will soon be able retain 75% of business rates. Business rates would make budget 2021/22 make forward planning easier. But WSCC may not be better off - and even worse off with retention of business rates.

Total funding growth in this year's budget:

- Children and Young people: £32m (inc. £12.4m for demand growth and £12m for Children First Improvement Programme)
- Adults & Health is growth of £10.3m
- Fire & Rescue Service £2.6m

## Highways

New highways contract from will be from spring of this year.

## Transport

£2m is in the budget for bus support. Some local authorities don't support any bus subsidy at all and WSCC continue to do so.

## Food Trials

Mid Sussex DC will be doing a 6 month trial then run for another 3m after whilst being evaluated. Anaerobic digester then account to recycling rates. It is noteworthy that some 40% 'black sack' waste is food.

## Incinerator

Regrettable the inspector refused the appeal. The matter is being considered now for 'call in' by the Secretary of State.

ENDS

Members raised concerns about the potential increase in fly-tipping due to the restrictions that have been introduced at the amenity tip. It was **AGREED** for the Clerk to raise this matter with HALC.

## **072/20 VILLAGE CENTRE REDEVELOPMENT INVOICES**

Members **AGREED** the 3 invoices.

The Clerk confirmed that all the project team are happy with the progress and the project is currently on target and within budget.

**073/20 VILLAGE CENTRE UPDATE**

The project is progressing well. Phase 2 is now complete and the final phase is under way. Report 5 has been circulated to all members. The project is on track and will possibly be 1.5 weeks ahead of schedule. There are still remaining contingency funds for the final phase.

Members **NOTED** the information.

**074/20 VILLAGE CENTRE ACCESS**

Due to not having received sufficient quotes for the works, it was **AGREED** to defer this item to the next meeting.

**075/20 PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL IN FEBRUARY 2020**

Application	Address	Details	Comments
DC/20/0222	98 Billingshurst Rd	Surgery to 1 horse chestnut	No objection

**FINANCE AND ESTABLISHMENT**

**076/20 ADDITIONAL HOURS FOR STAFF**

It was **RESOLVED** to approve 38 hours for the Assistant Clerk and 6.3 hours for the RFO for January 2020.

**077/20 PAYMENTS FOR MARCH 2020**

Payee	Narrative	£
Ms Jo Ball	Salary and expenses	
Mrs lucinda Edwards	Salary and expenses	
Mr John Pilkington	Salary and Expenses	
HMRC	PAYE and NI	227.52
West Sussex LGPS	Pension Feb	576.32
VISION ICT	RFO email account	21.60
St Johns Community Hall	Nov - Dec 19	108.00
St Johns Community Hall	Jan - Feb 20	96.00
Mulberry and co	Year end finance training LE	84.00
BBH MAGAZINE	Grant	816.50
BEL SIGNS	Penalty Stickers	42.00
Horsham District Council	Refuse Collection	59.00

Horsham District Council	Refuse Collection	47.20
SURREY HILLS SOLICITORS	PC Office Building inv3161	630.00
GRASSTEX Ltd	Thelton Ave kerbside	144.00
RICHARD ATKINSON ARCHITECT	VC 2016/35-2233	1,762.82
UPRISE CONSTRUCTION LTD	VC Inv 20/238	138,695.08
BAQUS	VC inv 32214	1080.00
Elements Tree Surgery	Install of benches	400.00
4 THE YOUTH	Autumn Term - 31st March	2,530.28
SLCC	Membership	254.00
St Johns Community Hall	Jan - Feb 2020	48.00
	Total Payments	<b>£150,444.15</b>

The Clerk talked through the payments. An error was noted on invoice OP336, requiring adjustment prior to payment.

**078/20** It was **RESOLVED** to approve payments totalling £150,444.15. Details of employee salaries and expenses are available upon request.

**079/20** It was **AGREED** for the Clerk to check the details of the agreed legal fees for the Parish Office and to circulate to members.

**080/20** **FINANCE UPDATE**  
The Clerk updated members on the balances across the bank accounts.

At the date of the meeting the cumulative funds of £177,293.24 are held across the following accounts:

Co-op Current Account	£33,275.49
Lloyds Bank Account	£25,679.46
Lloyds Saver Account	£50,000.00
Nationwide Instant Saver	£16,114.88
Nationwide 1 year Saver	£52,223.41
Co-op 14 day deposit	£0.00

This information was **NOTED** by members.

A payment of c. £120,000 of Section 106 funds is due from HDC.

A VAT return is also due. With these credits, the income and expenditure will balance.

**081/20 HANGING BASKET MAINTENANCE**

It was **RESOLVED** to approve the quote for £1,430 from ID Verde for the Hanging basket maintenance and watering services for 2020.

**082/20 HORSHAM DISTRICT DRAFT LOCAL PLAN**

Further to previous discussion it was **AGREED** for the Planning Committee to Meet to discuss a response.

**083/20 HIGHWAYS AND FOOTPATHS**

It was **AGREED** for the Clerk to ensure the large fallen sign on the bypass has been reported correctly.

It was **AGREED** to contact Stephen Reed WSCC in relation to the cycle lane and hatch markings on the entry to the village from Farthing Hill interchange.

**CHAIRMAN'S UPDATE**

**084/20** The Chairman updated that a resident has contacted the Parish Council to request:

- A meeting with members of the Parish Council  
Members **AGREED** that it is the purpose of the Public Speaking item on every Parish Council Meeting agenda and to invite the resident to attend public meetings.
- A grant to assist with the setting up of a Resident's Association  
Members **AGREED** for the resident to be invited to visit the Parish Council website for details of the grant application process.
- An opinion of the Parish Council on the setting up of a new parish council within the village  
Members **AGREED** the decision on this matter would lie with the District Council and therefore has no comment to make on this matter.

**085/20** It was **AGREED** for the Clerk to contact the Communications team at HDC for some assistance with putting together a Communication statement to be reviewed at the next meeting.

**086/20** Members were advised of some reported bullying of younger children by older children at the skate park. It was **AGREED** for the Clerk to inform the Joint Action Group (JAG).

- 087/20 SHAYLER'S FUNFAIR**  
Members **RESOLVED** to approve the request from the Shayler Family to visit Broadbridge Heath with their Funfair from 21<sup>st</sup> to 28<sup>th</sup> September 2020.
- 088/20 GREAT BRITISH SPRING CLEAN**  
Members **AGREED** to delegate the decision on a litter picking date to the Recreation and Environment Committee.
- 089/20 SCOUTS SECTION 106 APPLICATION**  
Members **RESOLVED** to approve the application of Section 106 funds by the Scouts for a project to improve to their outside space.
- 090/20 WORK PLANNER**  
Members **NOTED** the updates.
- 091/20 SOCIAL MEDIA**  
None
- 092/20 DATE OF NEXT MEETINGS**  
Recreation and Environment Committee – 9<sup>th</sup> March  
Parish Council Meeting – 6<sup>th</sup> April  
Personnel Committee – 21<sup>st</sup> April  
Finance and Establishment Committee – 27<sup>th</sup> April
- Meeting ended at 22.27