

**ITCHINGFIELD PARISH COUNCIL**

**Monday 28<sup>th</sup> February 2022 in the David Francis Room of the Village Hall**

**Present:**

**Cllr Penny Simpson – Chairman**  
**Cllr Richard French**  
**Cllr Sanjeev Joshi**  
**Cllr Brian O'Connor**  
**Cllr Sarah Peay**  
**Cllr Alan Peers**  
**Cllr Alan Strudley**

**The Clerk Jan Critchley**  
**District Cllr Tricia Youtan**  
**County Cllr Amanda Jupp**

**15 Apologies for Absence** – were received from Cllr James Sheppard.

**16 Minutes of the last Meeting**

The Minutes of the last meeting on 31<sup>st</sup> January 2022 had been circulated to all Cllrs ahead of the meeting. The Minutes were then accepted and signed by the Chairman.

**Action**

**17 Matters arising from the Minute**

1. Fingerpost at the Top of Westons Hill – the Clerk has requested a quote from Julian Francis to add an extra arm directing people to Itchingfield Parish Church. The Clerk is now awaiting the quote.

**Action**

**18 Planning Applications** – Circulated to all Cllrs ahead of the meeting. All Cllrs were asked to look at the planning documents for this meeting on the HDC Planning Portal ahead of the meeting.

1. New Applications

**DC/22/0073 -Mr Bill Green, Pump House, Plumtree Cross Lane, Itchingfield - Proposed rear extension. (removal of existing conservatory).**

Itchingfield Parish Council has no objections and recommends this planning application for approval.

**DC/22/0199 - Mr and Mrs G Matlock, Bubbles Swim School, Melrose Farm, Two Mile Ash Road, Barns Green, Horsham - Request for a Certificate of Lawfulness for an existing use and development: - For the construction of a swimming pool and use as a commercial swimming school. Bubbles Swim School, Melrose Farm, Two Mile Ash Road, Barns Green.**

Itchingfield Parish Council has no objections and recommends this planning application for approval.

**DC/22/21/2697. The Smith Family, Land at Sumners Pond Fishery and Campsite, Chapel Road, Barns Green – Full planning application for the provision of 32 no. residential dwellings including 35% affordable housing: 6 no. commercial units and 1 no. reception building: access and circulation routes, parking, hard and soft Landscaping together with sustainable drainage system - Amended plans submitted.**

Cllr Alan Peers and Cllr Richard French declared a pecuniary interest and took no part in the discussion.

This amendment doesn't change the road layout and ignores the issues that were a concern. Therefore, the Parish Council reiterates its comments below which still stand in spite of the submitted amended plans.

Itchingfield Parish Council comments are as follows:

Itchingfield Parish Council has no objection per se to the development of this site – as it has been designated as one of the developable sites in our Itchingfield Neighbourhood Plan, following Public Consultation. The concerns regarding the road layout remain and are restated below. (We are now awaiting a Referendum date which has been postponed several times by HDC.)

The Parish Council however has reservations about the following on this planning application:

- **The proposed traffic system, access and road safety**

Currently the proposed road layout through the middle of the proposed site means that commercial traffic will need to circulate past and around both the housing and the commercial areas. Also, the campsite traffic will, at the same time, be using much of this system to access the camp site and car parking facilities.

The Reception and Parking should have its own entrance and not be included in the designated site within the Neighbourhood Plan. This access is also used by pedestrians.

**And**

- **Grade II Listed Building** – due to the close proximity of a Grade II Listed Building, Little Slaughterford, provision must be made for adequate screening to be put in place to protect its amenity and status.

Concerns have been expressed by some nearby residents, including possible Light Pollution and the effect on Parsons Brook which is nearby and runs through much of the Parish. These Householders have been encouraged to contact HDC direct with their concerns.

IN ADDITION, Itchingfield Parish Council would not want to see any damage done to the new footpath that has been recently installed by WSCC in Chapel Road and would want assurance from the Developer that any damage to the footpath would be reinstated.

**DC/22/0140 - Stephen Webley, Oakside, Valewood Lane, Barns Green - To create a new parking and turning area, new access to the highway, Valewood Lane. To change the use of land in front of Oakside from current use to residential land.**

The application states that work has not started, however, the mature trees and shrubs shown in the existing plan have all been felled. If the applicant has not sought advice from HDC, the Parish Council is not sure that a change of use of the marked land is the correct way to enable what is essentially a 'crossover'. The land could belong to WSCC who would need to give permission for the 'crossover'.

Itchingfield Parish Council has no objections and recommends this planning application for approval subject to resolution of the status of the 'crossover' land.

**DC/22/0224 -Mr Alistair Copley, Stable House, Marlands Park, Barns Green - To vary Condition 18 of original permitted planning application DC/14/1358 which concerns the retention of those domestic curtilages permitted in the application.**

The actual land required for the proposed swimming pool is minimal, but the application shows much of the current curtilage as needing to be changed from agricultural to domestic use. The size of this increased domestic curtilage is not unreasonable for the substantial Stable House, but would possibly further render impractical the use of the land as a whole for meaningful agricultural use.

That said, Itchingfield Parish Council has no objections and recommends for approval.

**DC/22/0206 - Mr John Crawford, Bear Lodge, Bashurst Hill, Itchingfield – Planning Application to confirm the Use of a building as a single dwelling house which began more than four years before the date of this application. Application for a Lawful Development Certificate.**

Itchingfield Parish Council has no objections and recommends this planning application for approval.

**DC/21/1141 – Kingfisher Farm – a revised drainage strategy has been received for this planning application.**

Itchingfield Parish Council representation for this revised drainage strategy will be forwarded to HDC Planning shortly, following further enquiries and consultation with DMH Stallard.

The Clerk to send representations to HDC.

**Action**

**19 Report by County and District Councillors –**

District Council Tricia Youtan gave the following report:

1. Tricia reported that she had had a meeting with Barbara Childs and Emma Parkes at HDC specifically to discuss Kingfisher Farm following her letter to them. Points discussed included the fact that the planning application was validated so quickly and compliance had not been followed.
2. Tricia said that all planning applications have currently ground to a halt due to the Water Neutrality issue.
3. Tricia said that the new Leader of the Council Jonathan Chowen is proving to be environmentally friendly in his views with regard to planning and suggesting to developers to build more bungalows so that large houses can be freed up.,

County Cllr Amanda Jupp gave the following report:

1. Amanda reported that she had called an on-site meeting with the Chairman and Cllr Richard French to look at the proposal for the School Crossing near to the crossroads in the centre of Barns Green. The Field Committee of the Trust was represented and a few residents also attended. Plans for this proposal have finally come through after 18 months and

Amanda needs to give her approval before this proposal goes to the next stage of the consultation. Following this meeting, Amanda will go back to the WSCC with amendments. Amanda said that she fully supports the proposal.

**Action**

2. Amanda said that she has reported the bad stretch of road on Weston's Hill near to Shelley's Wood and said that this job was originally raised by the WSCC in April 2020. She is now chasing this up as a matter of urgency with the Director of Highways.
3. Amanda said she is trying to get a date from the WSCC as to when they are going to clear the drains In Chapel Road.
4. Amanda said that she had been copied in on an email concerning an incident at the crossroads in Barns Green when a Tesco's van went straight across without stopping. Amanda said that she is going to request 'white lines' at the crossroads. Amanda said that if you know of any others areas that require 'white lines' to let her know.
5. Finally, Amanda reported that the WSCC has approved its budget of £650m of which £216m is for Adult Social Care.

**Action**

**Action**

**Action**

## 20 Highways

1. Operation Watershed – the Parish Council has now received both the Landowners Consent Forms for Fulfords Hill and Valewood Lane. The Operation Watershed Application Forms will be sent off once the forms have been signed by our County Cllr Amanda Jupp this evening.

**Action**

## 21 Local Traffic and Roads

Cllr Richard French gave the following update:

1. Richard said that he has met with the Barns Green School Governors and one of the subjects discussed was the school crossing.
2. Richard said that he had planned to have the SID's proposal ready to circulate by this meeting, but the proposal will be ready very shortly. He said he had written to three companies for quotes
3. Richard said that the Barns Green School has put a link to the Twitter Feed for the Local Traffic and Roads on their Newsletter.
4. Richard said he attended a virtual meeting run by the Sussex Police regarding the use of Big Data. However, there was a technical issue with the presentation which was unfortunate.
5. Richard to put an article in the BIG MAG regarding procedures for reporting accidents.

**Action**

## 22 Accounts for Payment

There are eight payments to be paid.

£28.50 to EE Home Broadband in respect of the Internet Service for February 2022.

£172.80 to Vision ICT Limited in respect of 8 hosted email accounts from March 2022 to February 2023.

£43.20 to Vision ICT Limited in respect of 2 hosted email accounts from March 2022 to February 2023.

£33.40 to Elayne Dunn in respect of the Cobra Team expenses which comes out of the Cobra Team Fund given by the Hub, Beeding.

£191.81 to the Hampshire Flag Company Limited in respect of the purchase of a Jubilee Flag.

£100.00 to Pat Cochran in respect of Litter Warden duties for February 2022.

£1,054.31 to the Clerk comprising of £977.68 salary for February 2022 and £76.63 expenses.

£20.25 to Barns Green Village Hall in respect of the Parish Council Meeting 28<sup>th</sup> February 2022.

The Clerk reported that she had received an email from WSALC stating that the Parish Council had paid its subscription twice for 2021-2022. The Clerk explained that she had received the invoice in March 2022 so paid it in that financial year instead of April 2022 and then paid again in December 2022. WSALC have now refunded the £518.34 overpayment

## 23 Correspondence - There was no correspondence that required actioning.

## 24 Red Telephone Kiosk – update

The Clerk reported that the concrete base has been put down in front of the entrance of the Red Kiosk. The Clerk will chase up getting the two panes put back in and obtaining the Electrician's Certificate so that she can arrange for the Defibrillator to be moved.

**Action**

**25 Queen's Platinum Jubilee – June 2022**

1. The Chairman reported that the Jubilee Flag has arrived and will arrange for it to be put up as soon as the weather improves.
2. The Chairman said that she has had a quote for the mugs and has contacted the Barns Green School regarding getting the children to design a logo to go on the reverse of the mugs. The Clerk has requested numbers from both Schools and Barns Green Playgroup and Toddler Group.
3. Trees – the Chairman had put an article in the BIG MAG regarding asking for suggestions for locations to plant trees in the autumn.
4. The Village Hall Committee are organising the lighting of the Beacons.

**26 Communication**

1. The Clerk to contact HDC Legal Department to find out whether Minutes can be approved out of and prior to, next Meeting.

**27 AOB**

1. The Clerk said that she had been contacted by the Secretary of the Village Trust regarding a new Trust Representative to be nominated from the Parish Council to replace Roger Pellow. Cllr Alan Peers kindly said he would be our representative. The Clerk to contact the Secretary of the Trust so that she can send Cllr Alan Peers the details of the Trust Meetings.

**Action**

**28 Date of Next Meeting**

Monday 28<sup>th</sup> March 2022. There being no other business the meeting closed at 9.18 pm.