

ITCHINGFIELD PARISH COUNCIL

Monday 27th April 2026 in the Main Hall of the Village Hall

Present: Cllr Alan Strudley - Chairman
Cllr Ross Dye – Vice Chairman
Cllr Lorraine Awcock
Cllr Rob Fryatt
Cllr Sarah Peay
Cllr Brian O'Connor
Cllr Simon Ott
Cllr Nick Yeo

The outgoing Clerk - Jan Critchley
The Clerk - Verity Allcorn

Members of the public: 4

45 **Apologies for Absence** were received from Cllr Rebecca Jackson, Cllr Elaine French, Cllr Jenny Cass.

46 **Declarations of Interest**
Members are reminded to make any declaration of personal and/or prejudicial Interest that they may have in relation to items on the agenda. No declarations were given.

47 **Minutes of the last Meeting to be approved**
The Minutes of the last meeting on 30th March had been circulated ahead of the meeting. The Minutes were approved, accepted and signed by the Chairman. The Minutes from the closed session were also circulated ahead of the meeting. They were also approved, accepted and signed by the Chairman. Due to the confidential nature, they will not be published but will be held by the Clerk. **Action VA**

48 **To consider any matters arising from the last Meeting that are not on this Agenda**
All matters arising are on this agenda

49 **Open Session for Members of the Public**

Member of the public addressed the council. Gave his thanks for the Highways report. Consultation pushed from 30th April to 6th May. Nothing else to update at this time.

Member of the public addressed the council asking if he was correct in saying the parish council won a court case against Kingfisher Farm. It was confirmed that this was correct, that this had happened in the past. Member of the public asked if it was still deemed as illegal. He had looked at HDC plans and was interested to see Kingfisher Farm had been allocated another 11 pitches. He remembered that the PC took Kingfisher Farm to court but HDC allowed them another 11 pitches.

Cllr NY - Planning permission for 11 pitches was approved, subject to fulfilment of defined conditions, at the Appeal hearing. The understanding is that those conditions have not been met

50 **Planning**

Cllr BOC - DC/26/0462. Mill Farm, Mill Lane. Demolition of redundant agricultural buildings and erection of two dwellings. Change of use from agricultural to residential gardens. The two agricultural buildings in question have both been subject to previous planning applications for change of use to dwellings which have been permitted. The 'Pole Barn' under DC/24/1831 approved in January 2025. The 'Store/Workshop' under DC/25/0816 approved July 2025. In addition, the conversion of the nearby 'Green Barn' was permitted under DC/23/0460 and has been completed.

The proposed dwellings are stated to be 'Market Housing' and as such would provide 2 windfall development dwellings to help the IPC fulfill its commitment to provide 9 windfall dwellings before the expiry of the NP. Some 5 dwellings have so far been provided by windfall developments. WSCC Highways Department have no issues and although HDC have asked for improved safeguarding for the adjacent ancient woodland, this is not onerous and can be readily complied with. No objections have been posted and bearing in mind that the structures have already been given permission to be converted to (holiday) dwellings I have no objections. ***Agreed unanimously***
Additional planning information:- DC/26/0292. Updated set of plans for the house changes. This has removed just one of the four Velux windows in the front elevation which I considered as not fitting with the current street scene, I do not see this as a material improvement. Also, no further comments have been supplied by the developer regarding the use of the dwelling proposed in the garden. I think that the original representation sent by IPC to HDC should stand. No additional representation. ***Agreed unanimously***

DC/25/2057

CIlr AS - We do need to make more representation. One outstanding action is to send the Highways report which has been circulated. Everyone has read it.

CIlr RF - The report is effectively out of date already because of the notification of Shanly Homes, appear to have had pre discussions with HDC.

CIlr AS - Highways report is in reference to 25/2057 planning application only. We can only make a representation vs 2057 as it stands. Are we happy to supply the Highways report? ***Agreed unanimously Action AS/VA***

CIlr AS - If any other observations we would like to submit as part of an updated representation, we do still have the opportunity to do that between now and the end of the consultation period. If there are any, please send them to the Clerk. We can always call an extra meeting for a final response.

CIlr SO - Have looked at half a dozen elevations and cannot see anything on those drawings for solar panels.

CIlr AS - We have made a clear and strong objection with regards to 2057. Suggest we make a 'without prejudice' representation on DC/25/2057. Have a look and send thoughts to clerk. We can put together a composite response to update our submission. ***Agreed unanimously Action AS/VA***

CIlr RF - Letter to parish council from HDC advised there had been some changes. Not aware that anyone else was notified of that. We were sent original letter from HDC, we have seen no further correspondence that modified plans have been put in. They must have had discussions with HDC. They have had 2 ½ months to modify their plans. The PC was then notified, 14 days to respond. Have spoken to a number of residents who were not aware. There was no formal notification. Appalling communication and should be challenged.

CIlr AS - This should form part of our feedback to HDC. Did HDC do everything they should have done? We could put a post out on the village FaceBook page through the Clerk. Should we go out there and alert them that there are revisions and there is opportunity for them still to make comments? ***Action VA***

CIlr AS - Essentially there is new documentation on the portal. Shall we just alert everyone to that fact? A lot of people may think they have made their comments, given there is more information.

CIlr RF - Do our objections to the original plan, which has now been modified, stand? There is an issue as there is a revised plan and we all made our comments on the original plan. A revised plan needs to come out again and we need to go through the procedure again. There is a procedural thing that is wrong here.

CIlr AS - There is a response that is needed here. If there is anything else, send in to the Clerk. We can pose some of the questions vs the process which has been followed and ensure all relevant documentation is available.

CIlr RD - Some of us have had difficulty accessing the documents on the website.

CIlr AS - The portal has been problematic. Nothing else to say on 2057.

Shanly Homes

CIlr AS - We have raised with HDC that there is an obvious linkage between the 2 developments and the issues. Having heard about Shanly pre-planning application, it did not come directly to us, we did approach HDC and pointed out that there is obvious linkage between the 2 around highways, access etc. Comment back from HDC was that they can only deal with the planning application that has been submitted. That is the process. We reached out to Shanly via Jan and we have an opportunity for dialogue with them as part of pre-planning phase. Get a date in the diary and once we have got that we can circulate that for any interested parties to attend. We should make reference to that in our response to 2057, these 2 developments are obviously linked. ***Agreed unanimously Action AS/VA***

Cllr RF - Having spent that amount of money on the transport plan, should spend an incremental amount of money, as soon as the opportunity is there to link the 2. To include access road by the shop. We are going from a road which has no access points on it between crossroads and Hordens to 3 access points within the space of around 100 metres. That is a fundamental change to the whole traffic flow. We are going to need to spend more money.

Cllr AS - Happy to extend our budget a little to spend more money with our highways consultant to include the prospect of Shanly given that we don't actually have their plans yet or do we hang fire until we see a planning application?

Cllr NY - There isn't a Shanly submission yet, presumably the traffic issue must have come up in their discussion with HDC. We should ensure we engage with WSCC on traffic.

Cllr AS - Do we send representation to WSCC with respect to these 2 developments re traffic and safety. **Agreed unanimously Action AS**

Cllr LA - Under the impression they couldn't build there due to the ants as protected.

Kingfisher Farm

Cllr SP - We do not know exactly what is going on there. Request HDC to update the Parish Council on the current situation re planning applications, appeals and enforcements.

Cllr NY - Requested an update from Helen Sissons. Currently an enforcement situation. 2 Police raids there, most recent only last week.

Cllr SP - Feel the PC needs to make a very specific request for a statement from them about what the current situation is.

Cllr AS - Should we request a physical visit from HDC enforcement?

Cllr SP - Yes, an awful lot goes on and we need to make a bit of a stand and find out exactly what is happening.

Cllr AS - Are we all in agreement that we write to Madeleine Hartley? **Agreed unanimously Action AS/VA**

Cllr AS - If we see something it is important we feedback to HDC. Feedback to Clerk first.

Cllr SP - Raid on Kingfisher Farm. Dogs been causing a lot of trouble. Going to a meeting tomorrow. WhatsApp group for dog attacks which had Police on it. There are other issues. Will listen to what is said. MP has got involved. A lot of Police and things being towed away.

Cllr AS - Could you report back to the council after your meeting?

Cllr SP - Yes, going as a councillor as well as someone who has sheep. **Action SP**

Cllr RF - Find it difficult to understand the difference between the 3 sites. How many dwellings have been approved and how are on each site. Would like something simple to help understand these sites.

Cllr BO - Will come up with something as would be helpful for all **Action BOC/NY/SP**

51 Highways, Local Traffic and Roads

Cllr SP - Request WSCC highways department suggest ways to create Traffic Calming following 40mph refusal along the length of Bashurst Hill and West Chiltington Lane. It was agreed at IPC that village gates would be installed at the junction of A264 and Bashurst Hill and possibly at the New Road junction. Signage would be on them re speed limit 40mph, Caution Pedestrians and Horses, Road narrow in places and Unsuitable for Heavy Vehicles. 40mph signs along the road. No appeal is allowed following the refusal of the TRO, serious thought be given, with WSCC's advice, as to how to reduce the speed on the road. Huge increase in traffic from Kingfisher and neighbouring traveller sites. Some plots have 6 vehicles including vans, large amount of lorries taking aggregate etc to the sites. Many accidents on the roads leading to Five Oaks over the last year. We need something to calm the traffic. We might need to submit something to WSCC George Fort who is already aware of these problems.

Cllr NY - Always comes back to accident history. There have been no fatalities.

Cllr AS - Do we want to make a representation to George Fort? Cllrs NY and SP to put something together for the clerk to forward on to George Fort. We may then invite him along to a meeting. **Action SP/NY**

Cllr RD - Did we consider SIDs on Bashurst Hill? SIDs so at least give us some information about the averages but also max speeds.

Operation Watershed

ClIr NY - Gully cleaning between 1st August and 30th September. All gullies. Thought of going ahead and having problematic gully's cleaned. If WSCC understands where the priorities are and the detail, they brief Conway to focus particular ones. We would then not need to fund any initiative to clean gullies. Could get someone who has the ability to produce a succinct mapped summary of where the problems occurred. 4 target areas. WSCC say the Riparian team will only take action if there is a specific highways consequence. We should be using the Riparian toolkit. **Action**

ClIr AS - So we do have the Riparian toolkit?

ClIr BO - It is very simplistic

ClIr NY - Provides the basis for which the Parish Council can determine if there is a Highways issue.

ClIr AS - We could request it again

ClIr NY - Nothing to report on SIDS. Between 95-97% of 46000 vehicle movements were at or below 30mph. See SIDS report.

ClIr AS - We could gain a quote or two re mapped summary of the problems. **Action SO/NY**

ClIr SO - We need to understand how much of the problem is ours

ClIr AS - We need to identify where we have issues, Thanks for taking task on to SO and NY.

52 Greener Barns Green

ClIr RF - Will review the data in depth and share. Seeking clarification on what can be shared and what can be published. Covers 200 species of plants and animals within the parish from over 6000 recordings. Discussed it with SWT wardens who have indicated how the parish can add to that data. Further information will be shared at the next meeting. 2 wardens from SWT visited last Monday. Initial focus on Village Green, Jubilee Field and Arboretum. Wider walk to include Smugglers Lane and the 2 development fields. Primary focus of first visit was the location and type of bird boxes. Included assessment of plant biodiversity of the Jubilee Field and management of the arboretum. Observations made regarding Smugglers Lane. Await their report. Strong recommendation to install swift boxes. Looking at how and where to install these. SWT would offer a full cost recovery grant. Positive about overall environment especially Jubilee Field as a meadow and Arboretum management. Very positive. Wildflower project - last Saturday was 1st Wild Barns Green action to maintain and reseed the wildflower strips. Would the PC consider a retrospective grant/donation toward cost of seeding of £100. **Agreed unanimously** Would we consider adding this to our recurring grants for 2026/2027 budget? Discussion going on with the school. Want to get the young people involved. Recycled clothes bin to be located within the next 10 days.

53 Correspondence

Letter received from Barns Green Youth Club. £2000 agreed at meeting 30th March. Youth Club requesting a further £1500. Require more information from Youth Club to determine what additional funds are for. Letter to be sent requesting further information as letter is quite vague. **Agreed unanimously** **Action AS/VA**

54 Finance

– All payments for approval since 30th March 2026

There are twelve payments to be made paid

£150.00 to 1st Barns Green & Itchingfield Rainbows, grant agreed Feb 2026 for cooking equipment

£605.24 to WSALC (WSALC annual sub £493.78 & £111.46 NALC sub)

£44.20 to Horsham District Council for dog bin emptying, April, May, June

£28.50 to EE Broadband, internet service

£45.00 to Roy Tingsley, verge strimming by level crossing

£45.00 to Open Spaces Society annual sub

£150.00 to Sussex Wildlife Trust

£100.00 to Pete Cochran, litter warden duties April 2026

£24.00 to Barns Green Village Hall, PC meeting April 2026, hire of Jubilee Room

£1250.00 to Kent, Surrey & Sussex Air Ambulance, grant agreed Feb 2026

£1,364.54 to the outgoing Clerk Jan Critchley salary April 2026

£1151.19 to Clerk for April salary 2026

Bank Reconciliation as at 31st March 2026 and Bank Statements were signed by the Clerk and Chairman.

New bank mandate signed by Clerk, Chair, Cllr Ross Dye, Cllr Nick Yeo

55 Assets of Community Value Update

No Progress

56 HDC Community Governance Review of the Horsham District area

Cllr AS - Local government reorganisation going on, consultation period running up until June. No further updates at the moment. We may call an extraordinary meeting when we know more.

57 Any other Business

Cllr RD - photos sent to Clerk re steps at Ashmiles for forwarding on. **Action VA**

Cllrs AS - Sad to say goodbye to Jan after 40 years. Piece in BIG Mag. Round of applause. Brian also retiring after 20 years. Round of applause.

58 Date of Next Meeting

The next ordinary Parish Council Meeting will be on Monday 18th May 2026. This meeting will be preceded by the AGM. There being no other business the meeting closed at 9.20pm.