

ITCHINGFIELD PARISH COUNCIL

Minutes of the Meeting held on Monday 29th January 2018

Present:

Cllr Penny Simpson – Chairman
Cllr Victoria Barrett
Cllr Sanjeev Joshi
Cllr Brian O'Connor
Cllr Alan Peers
Cllr Alan Strudley
Cllr Matthew Treasure-Jones

The Clerk Jan Critchley

District Cllr Stuart Ritchie

- 1 **Apologies for Absence** were received from Cllr James Sheppard, County Cllr Amanda Jupp and District Cllr Patricia Youtan.
- 2 **Minutes of the last Meeting**
The Minutes of the meeting were approved, accepted and signed by the Chairman. **Action**
- 3 **Matters arising from the Minutes**
 1. **Minute 144.1 Operation Watershed** – The Clerk reported that Landbuild has completed the work and has sent a report with a summary and report of findings along with their invoice which is covered by the grant we received from WSCC Operation Watershed. Cllr Matt Treasure-Jones said that he was very unhappy with the work because a lot of the work that has been carried out is not as originally specified by us on our Specification. He has met with Landbuild and they say that they have has to ascertain where the problems are with their jetting and survey crews. Cllr Matt Treasure-Jones to look at Landbuild's summary of the work and report of findings and report back at the next Parish Council meeting. The invoice not to be paid until the Parish Council is satisfied that Landbuild has carried out work to our specifications. **Action**
Cllr Alan Strudley said that the culverts in Trout Lane outside and opposite his property have not got any barriers on them which makes them very dangerous. The Clerk to write to WSCC Highways. **Action**
 2. **Minute 144:2 Claim regarding damaged Fingerpost** – Marcus from Heritage Fingerposts has promised to install the new fingerpost in February 2018.
- 4 **Open Session for Members of the Public**
Nicola Fryatt gave an update on the Barns Green Youth Club. She presented the Parish Councillors with a funding request for £1,700.00. The Chairman proposed that a grant of £1,700.00 be given to the Barns Green Youth Club from the Precept 2018/2019, seconded by Cllr Brian O'Connor, agreed unanimously. Roger Pellow addressed the Parish Councillors regarding the erosion of the verges in Bashurst Hill. Most Of the damage has been caused by heavy good vehicles of a contractor carrying out building work at Waterfarm. Bashurst Hill is now only passable by one car in places. Residents would like the verges Re-instated and repaired and not the road widened. It was agreed that the Clerk write to WSCC Highways naming the contractor who has caused the damage and request that the verges are re-instated. **Action**
- 5 **Planning Applications**
 1. **New Applications**
DC/17/2687- Mrs Della Perryman, Warrenhurst, Plumtree Cross Lane, Barns Green, RH13 0NL.
Site address: - Land adjacent to Warrenhurst, Plumtree Cross Lane, Barns Green, RH13 0NL.
Erection of Residential three-bedroom dwelling.
Itchingfield Parish Council recommends this planning application for refusal on the grounds that it is outside the BUAB Built Up Area Boundary, it is out of keeping with any characteristics of the parish of Itchingfield and will also encourage ribbon development. It is also a Greenfield Site.
For the reasons mentioned this planning application should be refused.

Cllr Brian O'Connor said that he has had notice of a planning application by Cllr Matt-Treasure-Jones but it hasn't been received yet so this will be discussed at our next meeting.

The Clerk to write to HDC Planning Department with the above representations. **Action**
 2. Cllr Sanjeev Joshi reported that the Kingfisher Farm PINS Appeal comments had been submitted online. Cllr Sanjeev Joshi also said that he is discussing a strategy with Ashley Bowes of Cornerstone Barristers With regard to how the Parish Council deals with risks taking things forward. Finally, Cllr Sanjeev Joshi Reported that he had successfully managed to get an extension for submitting comments on the GTTS and the Parish Council will be submitting its comments shortly. **Action**

6 Neighbourhood Development Plan

A Neighbourhood Plan Exhibition was held on Saturday 20th January 2018 where all attendees were able to view all submitted 'Call for Sites' and able to make comments. Around 250 people attended. The presentation at the Exhibition was very professional and well received. It was decided that the Annual Village Meeting be changed to 19th June 2018 and be devoted solely to the Neighbourhood Plan. The Clerk to check availability for this date.

Action

7 Report by County and District Councillors

District Cllr Stuart Ritchie gave the following report:

1. Stuart said that Planning Application DC/17/2622 will be coming up before the Planning Committee North on Tuesday 6th February 2018.
2. The HDC recycling and bin collection is changing shortly in March. The alternate collections will be on the same day each week. Stuart said he hoped that this wouldn't increase fly tipping.

8 Grant Funding

The Village Hall Committee now have a contact with regard to the shortfall of funding for the Village Hall Project.

The Barns Green Sports and Social Club Project is still underway, but not making much progress at the moment, but plans should be drawn up soon. The Development Fund Committee will be meeting with the Sports and Social Club at the beginning of March and by end of April the Club should have planning permission in place with three costings. It was stated that the progress of the project is very disappointing. The Barns Green Playground – no one has approached the Development Fund yet, but there is Section 106 money available. The Chairman suggested that Cllr Matt Treasure-Jones, as a parent, to write to the Village Hall Trust to ask what is happening about the playground.

9 Accounts for Payment

There were ten payments.

Two cheques were drawn out of meeting £73.20 to Eazyprint for banners for the Neighbourhood Plan Exhibition on 20th January 2018 and £8.75 to Falcon Workshop Supplies for stationery for the Neighbourhood Plan Exhibition. The following cheques were then drawn at the meeting: £22.00 to EE Home Broadband in respect of the Internet Service for January 2018. £21.00 to Barns Green and Itchingfield Village Hall in respect of the Neighbourhood Plan Meeting on 11th December 2017. £10.38 to the Clerk in respect of refreshments for the Steering Group at the Neighbourhood Plan Exhibition. £16.97 to SSE Southern Electric in respect of maintenance account for Q3 2017. £782.54 to HMRC in respect of Employers National Insurance and Employees Tax for October, November and December 2017. £937.59 to the Clerk comprising of £839.60 salary for January 2018 and £97.99 expenses. £80.00 to Pat Cochran for Litter Warden duties for January 2018. £172.80 to Vision ICT Limited in respect of the setting up of generic email accounts for all Parish Councillors.

10 Correspondence

1. A letter was received from Horsham Age UK thanking the Parish Council for the grant which will go towards funding their Information and Advice Service which provides essential support to vulnerable older people in the Horsham District.
2. A letter was received from Polly Bate of The Royal British Legion regarding a 'RBL Sussex Silent Soldier' World War One Centenary initiative. The Clerk to pass this onto the Village Hall Committee.
3. Cllr Brian O'Connor had sent a report to all Cllrs regarding the Parish Council Training Seminar that he had attended on 19th December 2017.

Action

11 Highways/Emergency Planning

Highways

1. Cllr Alan Peers read out a report from Paul Allen on behalf of the Barns Green Traffic Group. It stated that their 2018 Traffic Plan should be finalised in two weeks and will be submitted to the Parish Council. The Traffic Group has met with County Cllr Amanda Jupp and Chris Stark from WSCC Highways to discuss options for the village crossroads and other issues which will feature in the plan. Cllr Matt Treasure Jones asked that Cllr Alan Peers takes a suggestion to the Traffic Group that the WSCC install a footpath from the village car park down to the crossroads with a pedestrian crossing at the crossroads so that parents can park in the village hall car park and then walk their children safely down the footpath to the school.

Action

Cllr Victoria Barrett suggested that it would also be good idea to have a hard standing by the bus stop at the edge of the village green which would stop school children and other residents having to stand in the road. The Clerk to write to WSCC Highways to ask that if they can install a hard standing by the bus stop.

Action

2. The Clerk to write to Southwater Parish Council once again regarding the flooding in Two Mile Ash Road by 'Dog Barking Bend' requesting that they contact WSCC to sort out this issue which is making

the road hazardous.

Action

Emergency Planning – No report.

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AOB

1. The Chairman said that she was approached by Sarah Peay who used to be a Parish Councillor, at the Neighbourhood Plan Exhibition regarding her concern that the Bashurst Hill area hasn't got much representation on the Parish Council and thus she feels that the area get forgotten. The Chairman said that she currently has a Councillor who is not sure whether he will be returning to the Parish Council after a leave of absence so she will go to see him to get confirmation of what he has decided. If he doesn't want to return then there will be a vacancy for a Councillor.

Action

2. The Chairman said that she needs a Vice-Chairman and asked if Cllr Sanjeev Joshi would be willing to stand. He said that he would. The Chairman formally proposed that she would like to nominate Cllr Sanjeev Joshi to be Vice-Chairman, seconded by Cllr Victoria Barrett, agreed unanimously.

Action

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Date of Next Meeting - Monday 26th February 2018. There being no other business the meeting finished at 9.10pm.

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