

ITCHINGFIELD PARISH COUNCIL

Minutes of the Meeting held on Monday 20th May 2019

Present:

Cllr Penny Simpson – Chairman
Cllr Victoria Barrett
Cllr Sarah Peay
Cllr Alan Peers

The Clerk Jan Critchley
County Cllr Amanda Jupp
District Cllr Stuart Ritchie
District Cllr Patricia Youtan

- 58 **Apologies for Absence** were received from Cllr Sanjeev Joshi, Cllr Brian O'Connor, Cllr James Sheppard and Cllr Alan Strudley
- 59 **Minutes of the last Meeting**
The Minutes of the meeting were approved, accepted and signed by the Chairman. **Action**
- 60 **Matters arising from the Minutes**
1. Minute 46:2 Greenfield Farm – County Cllr Amanda Jupp said that she has not heard from Thomas King yet so will chase up. The Clerk to send the details again to Amanda. Cllr Brian O'Connor was going to visit the site so the Clerk will request an update from him at the next meeting. It was reported that there are sewage smells coming from Greenfield Farm again. The Clerk to contact Penny Marsh, Principal Environmental Health Officer at HDC. **Action**
2. Minute 46:3 New Village Gateway- the Clerk reported that an invoice had been received from WSCC for the installation of the new village gateway in Trout Lane to replace the broken once. The cheque to be drawn later in the meeting. **Action**
3. Minute 46:4 Parish Noticeboards- the Clerk reported that she has contacted Julian Francis to ask his advice about replacing the Parish Noticeboards with wooden ones rather than metal ones. **Action**
4. Minute 46:5 Barns Green School Crossing- no more update at present. The Chairman said that there will be an update from the Barns Green Traffic Group at the Annual Village Meeting. **Action**
5. Minute 46:6 Safety at the Barns Green Level Crossing- County Cllr Amanda Jupp said that she has spoken to the residents by the level crossing to request that they avoid parking outside their properties for safety reasons. Amanda said that the WSCC will be meeting with Network Rail soon. **Action**
6. Minute 52:1 More signage for the village car park – the Clerk said that she has also asked Julian Francis to look at the possibility of putting an extra arm on the fingerpost on the corner of the village green directing people to the village car park. **Action**
- 61 **Open Session for Members of the Public**
There were no members of the Public who wished to address the Parish Council.
- 62 **Planning Applications**
1. New Applications
- DC/19/0581 – Mr. and Mrs. Sutcliffe-Smith, 15 Bramble Close, Barns Green – Surgery to 1 x Oak.**
Itchingfield Parish Council does not wish to make any comments and would leave the decision to Will Jones, Arboriculturalist at HDC.
- DC/19/0951 – Mr. & Mrs. McDowell, 3 Peskett Close, Barns Green – Erection of a single storey rear extension and installation of a ramp.**
Itchingfield Parish Council has no objections and recommends this planning application for approval.
- DC/19/1018 – Mr. and Mrs. Ashton, 4 The Wedges, Itchingfield – Erection of a two storey outbuilding to provide ancillary accommodation to the main dwelling for recreational use, together with all associated external alteration.**
Itchingfield Parish Council has no objections and recommends this planning application for approval providing the development is ancillary to the building.
- The Clerk to write to HDC Planning Department with the above representations. **Action**

63 Neighbourhood Development Plan

The Chairman reported that the Neighbourhood Plan has now been drafted and sent to the Planning Consultants Dowsettmayhew to be put into planning speak. The Steering Group were recently concerned about a letter from Trevor Saunders, Interim Head of Strategic Planning at HDC regarding time limits that HDC are seeking to impose on Neighbourhood Plans. The Clerk had arranged a meeting with Trevor Saunders and Norman Kwan to meet with our Chairman and Vice-Chairman, Ian Walker, Chair of the Steering Group and Roger Smith to discuss this and Strategic Sites. The Chairman read out a report on the meeting that Ian Walker sent to Dowsettmayhew. In summary, the Steering Group has confirmed to HDC that they intend to press on with its plan and recognise that this is likely to involve a review of the plan in due course when the government changes its target on housing numbers.

64 Report by County and District Councillors

County Cllr Amanda Jupp have the following report:

1. Amanda said that she had been asked by Paul Allen of the Barns Green Traffic Group about the traffic counters on Fulfords Hill and other places in the parish. Amanda said that the WSCC knew nothing about them and that it was nothing to do with the WSCC.
2. Amanda said that she had also been asked by Paul Allen about the proposed pathway along Chapel Road. Amanda said that the proposal is due to come before the next CLC meeting where they will be looking at the options. Nothing has been decided yet.

District Cllr Stuart Ritchie gave the following report:

1. Stuart said firstly that he had been asked to make enquiries regarding the track and stadium at Broadbridge Heath. These are still under construction.
2. With regard to Shipley Windmill, this enquiry had already been answered by Amanda at the previous meeting.
3. With regard to getting information regarding the caravan park in Emms Lane, as it is just in the parish of Shipley, notification is done on a parish basis. The Clerk had found out that Shipley had, in fact, objected to the planning applications, but could not see their objections on the HDC website. Amanda said she will look into this.
4. With regard to Noble Farm, Stuart said that he had visited the Planning and the Compliance Departments at HDC and both departments had sent out representatives to look at the site. Stuart said that the officers will deal with the matter on an even-handed basis and will reach a decision on how to proceed. The Agricultural Consultants had also been on site.
5. With regard to safety at the Barns Green Level Crossing there had been a suggestion that the Level Crossing continues to be dangerous. Stuart said that he had emailed Jeremy Quinn who has been proactive in writing to Network Rail. There are concerns that there should be more time allowed for crossing over the Level Crossing. The Chairman said that she would be happy to attend a meeting along with the District Cllrs with Network Rail.
6. Following a request from Stuart regarding the Councillors Report on the agenda, the Chairman said that she would move the Councillors Report to come after the Planning Applications.

Action

Action

District Cllr Patricia Youtan gave the following report:

1. Patricia said that she had been contacted by an extremely concerned resident who went over the Level Crossing and as he turned the corner into Valewood Lane, the train went past. He said it was so quick he didn't have time to photograph it, but maintains that the barrier was still up. He contacted the police and they are looking into the incident.
2. Patricia said that she had also reported the smells coming from Greenfield Farm to Penny Marsh at HDC.
3. Patricia said that she had been contacted by Sandra Hall, Reverend at St. Nicolas regarding a Planning application that they would like to submit for a kitchen and toilet facility at the Priest House. The Chairman said that the Parish Council has always been very supportive.
4. Patricia said that she will check about the Neighbourhood Plan Health Check with HDC taking six weeks.

Action

Action

65 Accounts for Payment

There were nine payments.

A cheque was drawn out of meeting for £3,600.00 to Ashley Bowes of Cornerstone Barristers in respect of legal advice regarding the Neighbourhood Plan. The following cheques were then drawn at the meeting: £22.00 to EE Home Broadband in respect of the Internet Service for May 2019. £39.00 to Barns Green Village Hall Committee in respect of the Neighbourhood Plan Meeting on 23rd April and the Parish Council Meeting on 29th April 2019. £15.00 to HALC in respect of the annual subscription 1st April to

31st March 2020. £21.60 to Vision ICT for one hosted email address. £150.00 to WSCC in respect on the installation of the replacement village gateway in Trout Lane. £80.00 to Pat Cochran for Litter Warden duties for May 2019. £997.80 to the Clerk comprising of £922.55 salary for May 2019 and £75.25 expenses. A direct debit payment was made of £4,387.90 to the PWLB in respect of the first payment from the Loan Board.

66 Correspondence

There was no correspondence that required actioning.

67 Annual Village Meeting Tuesday 18th June 2019

The Chairman said that there will be a notice in the BIGMAG and the Clerk will be getting an A1 poster printed to be put on the village green and other A4 posters printed. With regard to the children's playground, Cllr Victoria Barrett had suggested at the last Parish Council meeting that the Parish Council make a donation to kick start a project. As the Cllrs were in agreement with this, Cllr Victoria Barrett formally proposed that the Parish Council give a grant of £10k to the Field Committee of the Village Trust to kick start a project for the Barns Green children's playground. Seconded by Cllr Sarah Peay and agreed unanimously. The Clerk to contact Jim Martin, Chairman of the Field Committee of the Village Trust to let him know that he has a slot at the Annual Village Meeting to talk about the children's playground and tell him that although the parish council is not going to be actively involved it would like to make a grant of 10k to kick start a project. The Clerk to suggest that she attends the next meeting of the Field Committee before the Annual Village Meeting.

Action

68 GDPR – General Data Protection Regulations

Carry forward to next meeting.

Action

69 Highways/Emergency Planning

Highways – no more to report.

Emergency Planning – no update.

70 AOB

1. The Clerk said that she had been contacted about fly tipping in a field by the triangle near The A264. The Clerk wrote to HDC who responded saying that unfortunately, HDC can't clear it because it is on private land and HDC can't use public money to clear fly tipping off private land as that is down to the landowner.
2. Cllr Alan Peers commented that the bins on the village green are full and this is especially the case after an event. The Clerk to find out how often the bins are cleared and what would the costs be if they were cleared more often in the Summer months.
3. Cllr Victoria Barrett gave an update on the ditch at Waterfarm development. Victoria said she had received a call from Richard Hayes who lives in one of the properties on Waterfarm. Rob Scott who lives at Possession House Farm has now moved the fence and is going to clear the ditch and replace the fence in its original position.

Action

Action

71 Date of Next Meeting – Monday 24th June 2019. There being no other business the meeting finished at 9.17pm