

## HASSOCKS PARISH COUNCIL

You are summoned to a meeting of the **Parish Council** on 9<sup>th</sup> January 2018  
at **7.30 pm** in the Council Chamber, Parish Centre, Adastra Park, Hassocks.

Parish Clerk 4 January 2018

Members of the public are encouraged to come to the meetings and there is an opportunity for them to address the Council relating to the non-confidential items on the published agenda.

### AGENDA

#### 1. APOLOGIES

- 1.1 To Accept Apologies for Absence.

#### 2. DECLARATIONS OF INTEREST

- 2.1 Disclosure by Councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.

#### 3. MINUTES

- 3.1 To accept the minutes of the:

**Parish Council** meeting 12 December 2017

#### 4. PUBLIC PARTICIPATION

*Up to fifteen minutes will be available to allow for the public to make representations, answer questions or give evidence **in respect of any item of business included in the agenda**, in accordance with Standing Orders.*

#### 5. MINUTES

To accept the following Minutes

- 5.1 **Planning Committee** – 11 December 2017 and 2<sup>nd</sup> January 2018 (for noting only).

#### 6. FINANCE

- 6.1 To approve the Financial Report and authorise the list of payments in the sum of £22,805.66 for the period ending 30/11/2017 set out in (**Appendix 1.**)

#### 7. REPORTS

- 7.1 District Councillors' Report
- 7.2 County Councillor Report
- 7.3 Rail Matters (oral report, Leslie Campbell)
- 7.4 Youth Initiatives
- 7.5 Police matters
- 7.6 Report from Councillors on meetings of outside bodies where the Council is represented.

#### 8. CHAIRMAN'S REPORT

- 8.1 Verbal update

## 9 CLERK'S REPORT

- 9.1 **Consultation Public Rights of Way** – (Appendix 2) WSCC are seeking people's opinions on the County Council's draft Rights of Way Management Plan for 2018 to 2028. The County Council manages more than 4,000km, or 2,500 miles, of Public Rights of Way, such as footpaths, bridleways and byways. The draft plan sets out its approach to managing the network, as well as signposting how improvements can be achieved over the next 10 years.

The County Council's vision for Public Rights of Way is: "to enable people to enjoy the countryside on foot, by bicycle and by horse, for health, recreation and to access services, while recognising the need to balance this with the interests of those who live and work in the countryside and the management of special landscapes". Anyone with an interest in accessing the countryside is encouraged to express their views which can be done via the attached link.

<https://haveyoursay.westsussex.gov.uk/highways-and-transport/rowmp>. This link will also access the Rights of Way Management Plan 2018 - 2028 (29 pages) and the Walking and Cycling Strategy (53 pages)

The closing date for responses is the 31<sup>st</sup> January 2018, members are requested to consider whether Hassocks Parish Council wishes to make a formal response or whether it should be left to individual interested members to make their personal representations.

- 9.2 **Earmarked Reserves** In light of the decision to increase the precept at the last Council meeting it has enabled the Council to realise a further £75,000 reserves that can be allocated to support Council's priorities in future years as opposed to subsidising the operating costs of the Council. Members are requested to consider the current identified reserves and determine whether further available reserves should be allocated at this time. Consideration should also be given to rescheduling some of these projects as at present all are allocated to be delivered in 2018/19.

Description	Value	Method of funding
Hassocks Trading Association	500	Reserves
Village Sign	3,000	Reserves
Park Development Plan	112,010	Reserves/S106
Tree Planting	4,350	Reserves
Youth Project	5,000	Reserves
Amphitheatre	10,000	Reserves
Burial Ground	3,000	Reserves
Bus Shelter Replacement	10,000	Reserves/S106
<b>Allocated Reserves</b>	<b>147,860</b>	

- 9.3 **Paperless Notification of Planning Applications from MSDC** further to Members decision to authorise the acquisition of a laptop (PC17/110.3) from code (170/4125) this report is to update Members that the equipment is on order and we are awaiting delivery. The laptop was fully funded within the recommended budget (170/4125) therefore the use of general reserves was not required.

The laptop will be configured in line with our current IT infrastructure to improve the Council's resilience in the event of one of our existing PC's being unavailable. The Council experienced a recent incidence of this where a machine was in operable for a period of time therefore with the additional machine this would reduce the impact of loss of productive time due to IT equipment related issues.

- 9.4 **Main Modifications: DP9b: Strategic Allocation to the north of Clayton Mills Hassocks.**  
The Council has recently received notification that Mr Bore having considered the representations intends to hold a short hearing on the issues relating to the new site allocation (Appendix 3). This matter will be considered by the Neighbourhood Plan Work Group at its meeting on the 11<sup>th</sup> January 2018
10. **Urgent Matters** at the discretion of the Chairman for noting and/or inclusion on a future agenda.
11. To note that the date of the next Council meeting is **Tuesday 13<sup>th</sup> February 2018**

#### **EXCLUSION OF PUBLIC AND PRESS**

In view of the confidential nature of the business about to be transacted Councillors will be referred to the Confidential Agenda. If any members of the public or press are in attendance they will be requested to withdraw from the meeting in the public interest.

#### **12. FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA**

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded. If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting

#### **Please Note**

All members of the public are welcome to attend meetings of the Parish Council and its Committees.

**Item 4** – a period of 15 minutes will be set aside for the public statements and questions relating to the published non-confidential business of the Meeting.

It may be necessary to consider particular items in confidential session and where this arises, these items will be considered at the end of the agenda

Hassocks Parish Council 2017/18				
Current Bank A/C 2114				
List of Payments made between 01/11/2017 and 30/11/2017				
Date Paid	Payee Name	Reference	Amount Paid £	Transaction Detail
02/11/2017	Foster Landscapes Ltd	5569	42.00	October Safety Inspections
02/11/2017	Merlin Lighting Ltd	5570	846.00	Additional Xmas Tree Lights
02/11/2017	CSE Ltd	5571	900.00	Block Hours of IT Support
02/11/2017	Hassocks Allot. Holders Assoc.	5572	200.00	Annual Contribution to HAHA
02/11/2017	The Monday group - West	5573	750.00	S137 Annual Donation
02/11/2017	Invalid Cheque	5574	0	Invalid Cheque
07/11/2017	G A Hinde Window Cleaning	5576	80.00	Office Window Cleaning
07/11/2017	Scottish Water Business Stream	5577	31.73	B/Ground water 8.6-3.10.17
20/11/2017	HMRC/PAYE	5578	2083.81	PAYE/NI Nov 17
13/11/2017	Dowsettmayhew Planning	5579	3553.08	NP Consultancy Aug-Oct 2017
13/11/2017	James Wilson Tree Care	5580	300.00	Tree Work Adastra Park
13/11/2017	Close Invoice Finance/TSS	5581	114.66	Pavilion Legionella Test Oct
02/11/2017	Invalid Cheque	5582	0	Invalid Cheque
20/11/2017	WSCC Pension Fund	5583	2454.64	Nov 17 Pension contributions
20/11/2017	November Salaries	5575,5584,5585,5586,5587, 5588	7153.11	Nov 17 Total Salaries
14/11/2017	Petty Cash	5589	57.83	Petty Cash Top Up
21/11/2017	Biffa Waste Services Ltd	5590	373.58	Biffa Waste 21/10/17-17/11/17
21/11/2017	Viking	5591	381.24	Office Stationery
27/11/2017	First Aid Supplies	5592	21.48	Office First Aid Kit
27/11/2017	Bee Clean (Southern) Ltd	5593	270.00	Pavilion Cleaning Nov 2017
27/11/2017	SLCC	5594	258.00	Annual Membership Subs
06/11/2017	Barclays Bank	BARCLAYS	36.92	Bank Charges 13.9-12.10.17
15/11/2017	British Telecom	D/D BT	62.38	P/O BT D/D
30/11/2017	Public Works Loan Board	D/D PWLB	2313.06	Burial Ground Loan repayment
15/11/2017	British Gas	D/D B.GAS	17.37	P/O Gas D/D
01/11/2017	edf energy	EDF D/D	150.00	Pavilion electricity D/D
01/11/2017	edf energy	EDF D/D	50.00	Parish Office electricity
01/11/2017	MSDC	MSDC D/D	257.00	Business Rates Nov D/D
01/11/2017	Southeast water	S/EWAT D/D	12.00	Allotment Water Supply D/D
01/11/2017	Southeast water	S/EWAT D/D	12.00	Pavilion water supply
01/11/2017	Southeast water	S/EWAT D/D	6.00	P/O Water Supply D/D
01/11/2017	Southeast water	S/EWAT D/D	17.77	Burial Grnd Water Supply D/D
	<b>Total Payments</b>		<b>22805.66</b>	
	Signature .....			
	Date .....			

Date: 07/12/2017

Hassocks Parish Council New 2017/18

Page 1

Time: 17:10

Bank Reconciliation Statement as at 07/12/2017  
for Cashbook 1 - Current Bank A/C 2114

User: TRACY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/C 2114	30/11/2017	3	48,322.66
			<u>48,322.66</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			3,599.32
			<u>44,723.34</u>
<u>Receipts not Banked/Cleared (Plus)</u>		0.00	0.00
			<u>44,723.34</u>
		Balance per Cash Book is :-	44,723.34
		Difference is :-	0.00

Date: 07/12/2017

Hassocks Parish Council New 2017/18

Time: 17:13

## Receipts and Payments Summary - Cashbook 1

Current Bank A/C 2114

	<u>Receipt Totals</u>	<u>Payment Totals</u>	<u>Closing Trial Balance</u>
Total Year to Date	258,181.67		
Total Year to Date		232,274.78	
Total Receipts / Payments	258,181.67	232,274.78	
Opening Balance	18,816.45		
Closing Balance		44,723.34	44,723.34
	<u>276,998.12</u>	<u>276,998.12</u>	

Date: 07/12/2017

Hassocks Parish Council New 2017/18

Time: 17:15

Receipts and Payments Summary - Cashbook 2

Tracker A/C 3548

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	230,897.50		
Total Year to Date		220,000.00	
Total Receipts / Payments	230,897.50	220,000.00	Closing Trial Balance
Opening Balance	359,460.88		
Closing Balance		370,358.38	370,358.38
	<u>590,358.38</u>	<u>590,358.38</u>	

Date: 07/12/2017

Hassocks Parish Council New 2017/18

Time: 17:15

Receipts and Payments Summary - Cashbook 4

Business Saver 2

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Receipts / Payments	0.00	0.00	Closing Trial Balance
Opening Balance	0.05		
Closing Balance		0.05	0.05
	<u>0.05</u>	<u>0.05</u>	

Date: 07/12/2017

Hassocks Parish Council New 2017/18

Time: 17:15

Receipts and Payments Summary - Cashbook 3

Business Saver 3

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Receipts / Payments	0.00	0.00	Closing Trial Balance
Opening Balance	85.23		
Closing Balance		85.23	85.23
	<u>85.23</u>	<u>85.23</u>	

## **Opinions sought on draft West Sussex Rights of Way Management Plan**

People's opinions are being sought on the County Council's draft Rights of Way Management Plan for 2018 to 2028.

Anyone with an interest in accessing the countryside is encouraged to express their views.

Deborah Urquhart, Cabinet Member for Environment, said: "We want to hear people's opinions, whether they are someone who simply enjoys rural walks, or are a landowner or another stakeholder. All responses will be considered and the document will be amended as appropriate before publication in 2018."

The County Council manages more than 4,000km, or 2,500 miles, of Public Rights of Way, such as footpaths, bridleways and byways. The draft plan sets out its approach to managing the network, as well as signposting how improvements can be achieved over the next 10 years.

The Council's vision for Public Rights of Way is: "to enable people to enjoy the countryside on foot, by bicycle and by horse, for health, recreation and to access services, while recognising the need to balance this with the interests of those who live and work in the countryside and the management of special landscapes".

You can take part in the consultation at: <https://haveyoursay.westsussex.gov.uk/highways-and-transport/rowmp>.

The closing date is **31 January, 2018**.

Paper copies are available to view at all West Sussex libraries:  
<https://www.westsussex.gov.uk/find-my-nearest/library/>  
and the main county council offices:  
<https://www.westsussex.gov.uk/find-my-nearest/council-office/>

If you need this information in an alternative format, please email: [prow@westsussex.gov.uk](mailto:prow@westsussex.gov.uk) or telephone 01243 777620.

The Council published its first Rights of Way Improvement Plan in 2007 and, as directed by the Countryside and Rights of Way Act 2000, is reviewing it for the next ten years through consultation with the public and wider stakeholders.

The new draft plan has been called the West Sussex Rights of Way Management Plan to bring more weight and focus to the management of the existing Public Rights of Way network.

**Jane Noble**  
Senior Access Officer  
Rights of Way - Highways and Transport

## APPENDIX 3

To: [midsussexdistrictplanrepresentors@outlook.com](mailto:midsussexdistrictplanrepresentors@outlook.com)

Subject: Mid Sussex District Plan Examination - Half day hearing in respect of land north of Clayton Mills, Hassocks

### **To representors on Main Modification MM11: DP9b: Strategic Allocation to the north of Clayton Mills, Hassocks**

Having considered representations received on the Main Modifications, the Inspector, Jonathan Bore, intends to hold a short hearing on the issues relating to the new site allocation on land north of Clayton Mills, Hassocks.

The hearing will be held on Monday 5 February 2018, commencing at 2.00pm, and will take place in Clair Hall, Perrymount Road, Haywards Heath, RH16 3DN.

#### **The hearing agenda** will cover:

- The site selection process – why this site was chosen
- The relationship to the village, its scale and facilities, its landscape setting and the neighbourhood plan
- Any infrastructure issues (such as highways, sewerage)
- The appropriateness of the policy criteria

The need for the site will not be examined since housing need was considered in previous hearings.

Discussion of the site selection process will be confined to this site and will not involve examining the merits of omission sites.

#### **The draft participants** for the hearing are:

Mid Sussex District Council/ West Sussex County Council

CPRE

Greenfield Guardians

Hassocks Parish Council

Hassocks and Hurstpierpoint Labour Party

Hassocks and Hurstpierpoint Liberal Democrats

Nick Herbert MP

Savills on behalf of Waters / the Northern Arc

South Downs National Park Authority

Southern Water

Strutt and Parker on behalf of Mr Noel

Terence O'Rourke for Gleeson

If you are listed as a draft participant, could you please confirm the name and contact details of your representative and whether you/they are able to attend, **as early as possible**. Please note that, due to the large number of people expected in the audience, the hearing will take place in a different venue to previous hearings.

I take this opportunity of wishing you a happy and healthy 2018.

Kind regards,

**Pauline Butcher** PROGRAMME OFFICER