

HASSOCKS PARISH COUNCIL

Minutes of the **Annual Statutory Meeting** of the **Parish Council** held on 8th May 2018 and followed on from the Annual Parish meeting which commenced at 7.30pm in the Parish Centre, Adastra Park, Hassocks. Meeting commenced at 8.00 pm

Attendees: Parish Councillors Ian Weir, Nick Owens, Peter Gibbons, Leslie Campbell, Jane Baker, Mark Higgins, Bill Hatton, Sue Hatton, Francis Gaudencio, Georgia Cheshire, Victoria Standfast, Emma Wood, Judith Foot and Kate Bailey.

Parish Clerk: Ian Cumberworth

Visiting Member: Cllr Kirsty Lord (WSCC)

MINUTES

PC17/169 ELECTION OF CHAIRMAN

Cllr Ian Weir expressed an interest in standing as Chair for a further year and invited other members who wished to be considered. No other members indicated a wish to fulfil the role. It was therefore proposed Cllr Weir continued in the role for the forthcoming year. All members voted in favour of Cllr Weir to continue as Chair.

RESOLVED that Ian Weir was elected as Chairman for 2018/19

PC17/170 DECLARATION OF ACCEPTANCE OF OFFICE

The declaration was duly signed by the Chair and the proper officer of the Council.

PC17/171 ELECTION OF VICE CHAIRMAN

Cllr Nick Owens had indicated that he would be unable to fulfil the role for the forthcoming year therefore nominations were sought for a new Vice Chair. One candidate was proposed Cllr Jane Baker, all members voted in favour of Cllr Jane Baker as the new Vice Chair

RESOLVED that Jane Baker was elected as Vice Chair for 2018/19 and the declaration of acceptance of office was duly signed.

PC17/172 APOLOGIES

Cllr Gordon Marples (MSDC) and Cllr Michelle Binks (MSDC)

PC17/173 DISCLOSURE OF INTERESTS

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.

None.

PC17/174 APPOINTMENT OF STANDING COMMITTEES AND WORKING GROUPS

PC17/175 POLICY, RESOURCES AND COMMUNICATIONS

RESOLVED that Cllrs Kate Bailey, Peter Gibbons, Georgia Cheshire, Ian Weir, Judith Foot, Francis Gaudencio and Sue Hatton be appointed to the Policy Resources and Communications Committee. (7)

PC17/176 GROUNDS & ENVIRONMENT

RESOLVED Cllrs Kate Bailey, Jane Baker, Leslie Campbell, Georgia Cheshire, Peter Gibbons, Emma Wood, Bill Hatton, Sue Hatton, Ian Weir and Frances Gaudencio be appointed to Grounds & Environment Committee (10)

PC17/177 PLANNING

RESOLVED Cllrs Leslie Campbell, Nick Owens, Judith Foot, Victoria Standfast, Mark Higgins, Bill Hatton and Jane Baker be appointed to Planning Committee. (7)

PC17/178 NEIGHBOURHOOD PLAN WORKING GROUP

RESOLVED Cllrs Sue Hatton, Mark Higgins, Ian Weir, Judith Foot, Nick Owens, Victoria Standfast, Bill Hatton, Frances Gaudencio and Emma Wood were appointed to the Neighbourhood Plan Working Group. (9)

PC17/179 PARKING WORKING GROUP

RESOLVED Cllrs Ian Weir, Peter Gibbons and Sue Hatton were appointed to the Parking Working Group. (3)

PC17/180 ADASTRA PARK WORKING GROUP

RESOLVED Cllrs Francis Gaudencio, Georgia Cheshire, Jane Baker, Kate Bailey and Bill Hatton were appointed to the Adastra Park Working Group. (5)

PC17/181 BUSINESS PLAN WORKING GROUP

RESOLVED, Cllrs Francis Gaudencio, Kate Bailey and Judith Foot were appointed to the Business Plan Working Group. (3)

PC17/182 To confirm that the Chairman of the Council is ex-officio Member of each Standing Committee

RESOLVED The Chairman of the Council to act as ex-officio Member of each Standing Committee

- PC17/183** To confirm that the Vice Chair of the Council is ex-officio Member of each Standing Committee
- RESOLVED** The Vice Chair of the Council is ex-officio Member of each Standing Committee.
- PC17/184 APPOINTMENT OF TREE WARDEN**
- RESOLVED** that David Brown be appointed Tree Warden for 2018/19
- PC17/185 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**
- PC17/186 ADASTRA HALL MANAGEMENT COMMITTEE**
- RESOLVED** that Cllrs Kate Bailey and Sue Hatton (substitute) be appointed as representatives on the Adastra Hall Management Committee.
- PC17187 DITCHLING LOCAL TRANSPORT**
- RESOLVED** that Cllrs Ian Weir and Victoria Standfast (substitute) be appointed as representatives on this group.
- PC17/188 HASSOCKS COMMUNITY RAIL GROUP**
- RESOLVED** that Cllrs Leslie Campbell and Peter Gibbons be appointed as representatives to this group.
- PC17/189 HASSOCKS COMMUNITY ORGANISATION – This group is an amalgamation of the Hassocks Amenity Association and the Hassocks Community Partnership)**
- RESOLVED** that Cllrs Georgia Cheshire and Frances Gaudencio (substitute) be appointed as representatives to this group.
- PC17/190 HASSOCKS TWINNING ASSOCIATION**
- RESOLVED** that Cllr Kate Bailey be appointed as a representative to this group.
- PC17/191 POLICE NEIGHBOURHOOD PANEL – members RESOLVED to delete this group**
- PC17/192 MID SUSSEX VOLUNTARY ACTION SERVICE**
- RESOLVED** No formal representative to be appointed
- PC17/193 MID SUSSEX ASSOCIATION OF PARISH COUNCILS**
- RESOLVED** that Cllr Frances Gaudencio be appointed as the representative to this group
- PC17/194 MSDC GREEN CIRCLE STEERING GROUP**

RESOLVED that Cllrs Victoria Standfast and Georgia Cheshire be appointed as representatives to this group

PC17/195 OLDLAND MILL TRUST

RESOLVED that Cllr Bill Hatton be appointed as the representative to this group

PC17/196 WSCC SOUTH MID SUSSEX COUNTY LOCAL COMMITTEE

RESOLVED that Cllr Ian Weir attend the Committee meetings and that Frances Gaudencio substitute if Ian Weir is unable to attend.

PC17/197 MSDC PARISH LIAISON MEETINGS

RESOLVED that Cllrs Bill Hatton and Ian Weir be appointed as representatives to attend these meetings.

PC17/198 DOWNLANDS SCHOOLS SPORTS HALL COMMITTEE

RESOLVED that Cllr Bill Hatton be appointed as representative onto this Committee.

PC17/199 AIR QUALITY MANAGEMENT AREA (Aqma)

RESOLVED that Cllrs Judith Foot and Sue Hatton be appointed as representatives to this group

PC17/200 MINUTES

The minutes of the Parish Council meeting held on the 10 April 2018 were accepted as a true and accurate record of the meeting.

PC17/201 At this point of the meeting the Chair proposed that order of items be changed to enable item 13.2 be considered which was agreed by Members.

PC17/202 WSCC representative report.

Cllr Kirsty Lord updated members on areas of work she had been involved in recently. Cllr Lord had been exploring the possibility of utilising S106 sustainable transport funding for cycle route/footpath improvements including the Lodge Lane footpath and the Albourne - Downlands link. (KL) indicated she would report back to members with any further developments.

Quotes have been obtained to improve the surfacing along Cinder path and a meeting will be scheduled with WSCC officers and it is proposed to bring this matter forward to a future Grounds and Environment Committee for consideration.

KL confirmed that she had managed to negotiate a number of dropped kerbs to be installed including Keymer Road and the corner of Little

Copse Road. It is anticipated these will be delivered in this financial year (18/19)

Work is ongoing in conjunction with MSDC to improve the paths within the vicinity of the Age Concern building.

KL confirmed she will be attending the Gleeson public consultation later this month on the proposed 500 homes.

A sink hole had re-opened but is now repaired. A meeting is to be convened to establish why this reoccurred.

Cllr Lord confirmed that she had been dealing with a number of complaints regarding the recent road works at Stonepound crossroads and matters will be raised with Highways. Some members expressed the point that County should consider repairing potholes rather than surface dressing roads and various pot holes were raised. KL indicated she was happy to take these matters up but it is equally effective if an individual reports these through the on-line system 'Love West Sussex'

KL was thanked for her briefing.

The meeting then resumed the order on the agenda

PC17/203 PUBLIC PARTICIPATION

There were 4 members of the public present one of whom spoke. Mr Frank Rylance drew member's attention to what he believed to be an omission of the Asset Register (item 15.2) in relation to the Village sign. Members noted his observation.

PC17/204 TO ACCEPT THE FOLLOWING MINUTES

The minutes of the Planning Committee 17th April 2018 (10.1) and Policy and Resources & Communications Committee 18th April 2018 (10.2), were noted.

Cllr Bailey left the meeting at 8.25

PC17/205 FINANCE

The Finance report and payments totalling £23,792.89 for the period ending 31st March 2018 were approved. Members raised a number of questions regarding specific payments which the clerk responded to. Members were satisfied with the responses.

PC17/206 PRECEPT

Members noted that the first precept instalment had been received in the sum of £137,505.

PC17/207 REPORTS

207.1 Mid Sussex District Councillors Report

Cllr Sue Hatton (SH) reaffirmed that there will be an opportunity later this month to meet and talk to representatives of Gleasons regarding the proposed 500 homes development North of Clayton Mills.

A public exhibition is also provisionally scheduled to be held in the near future regarding the Golf Club proposals that will be held at St Francis Church.

(SH) confirmed that she sat on the MSDC Site Selection Working Group which will review MSDC call for sites for the whole of the district. The details of the sites together with maps can be accessed via MSDC website. All of these sites will be required to be reviewed in detail by this working group before being finalised.

SH clarified that at present some sites specified housing numbers whereas others did not at this stage. These emerging sites will need to be considered alongside the Neighbourhood Plan

SH updated members that MSDC had recently sent some members on a training seminar regarding Air Quality Management with the MSDC Cabinet member for the Environment. The seminar was particularly interesting and MSDC are to roll out further member training in the near future.

With regard to Stone Pound crossroads AQMA readings it is understood that the Particulates level have decreased slightly however the NO2 readings have not.

Cllr Marples and Cllr Binks had sent their apologies however Cllr Marples had provided a written report which was read out by the Clerk.

I regret that I will be unable to attend this evening.

We have been called to a meeting in Haywards Heath to learn more about the arrangement which is underway with central government to secure road infrastructure to facilitate the development of the 4,500 houses in the northern arc, Burgess Hill. It is seen as a major breakthrough and a formal announcement will be made by the government agency involved, in due course.

1. It is MSDC's Annual Council tomorrow (9/5) and the existing portfolio holders are expected to remain in post. I say expected because the composition of Cabinet is the Leader's prerogative and there is a possibility that he might add an additional Cabinet member because of the increasing amount of time he and the Deputy Leader are having to spend on external, strategic, sub regional matters. e.g. Gatwick Diamond and LEC.

2. I liaised with the Parish Chairman over the Stonepound cross roads congestion which created a number of complaints to both of us! Thankfully now resolved but it won't have done much for the nitrogen oxide levels which, we learnt at a planning hearing a couple of weeks

ago, are falling but not yet to a level where the designation can be lifted.

3. A neighbour fell in Grand Avenue on the pavement in the recent Beast from the East cold snap. Caused by a large earlier repair which had sunk and she tripped and skidded on the ice with had formed in the "dip." She needed surgery and metal plates in her arm but I have reported it to County and it is now marked with the usual white spray paint. This means it will be repaired within 28 days of the inspection.

4. Network Rail are considering ways to make the crossing over the railway line safe for pedestrians or whether access should be prevented. This could have implications for the proposed site north of Clayton Mills and the turned down application at Friars Oak.

5. I do not know whether Cllr Binks will be able to attend tonight but a resident reported at the May Day event yesterday that the wooden fence on the public footpath alongside the steam has been broken. From her photograph, the break has all the hallmarks of vandalism. It is on the path going west from Grand Avenue into the Clayton Mills development. Cllr Binks said she would report it but I have not been able to speak to her yet to-day so don't know what action she has taken.

Being on a footpath, it is likely to be County's responsibility but perhaps the parish's repairs team could inspect the damage and decide the best way forward? Public safety could be the issue and that is why I am raising it here.

Sorry I'm not there to deliver this in person.

207.2 **Rail Matters** – oral Report (Peter Gibbons) Members were informed that in April 2018 67 trains were cancelled outright of which 29 trains failed to stop. Of those 29, 7 failed to gain any time by skipping stopping at Hassocks. For the year a total of 454 trains have been cancelled (305 failed to run and 149 failed to stop).

The new timetable comes into force on the 20th May 2018 but there still appears to be some gaps in the scheduling but Hassocks will see an increase in number of trains running from 3 to 4 per hour.

The rail group have agreed to reconvene later in the year once the new timetable has had the opportunity to bed in.

207.3 **Youth Initiatives** – none

207.4 **Police matters** - none

207.5 **Reports from Councillors on meetings outside bodies where the Council is represented.** –

207.6 Cllr Georgia Cheshire informed members that she attended a meeting of Brighton ChaMP for water where they were considering the quality of water being extracted from the 12 boreholes between Newhaven and

Worthing. They drew attention to the increase in Nitrates entering the supply system. Only 9 members across the area attended the meeting. A number of farmers also use bore holes including one within the parish. They are seeking to encourage owners of these to ensure the water is tested regularly to ensure it remains drinkable.

Cllr Owens indicated that the Planning Committee should be encouraged to raise representations re water conservation plans for each application. With the event of the District plan there may be a suite of policies that could be linked to this approach. Cllr Baker indicated that previously a developer had indicated that until Building Control Regulations forced them to consider this it would not be cost effective for them. Members considered that this could be an aspiration/aim within our Neighbourhood Plan.

- 207.7 **Hassocks Community Organisation** – inaugural meeting was attended by a number of members ,Cllr Gaudencio advised that it was well organised and set up to work with the Community to develop projects and to work in partnership with the parish council. The group has now been formally constituted and they are about to trial a volunteering scheme.

PC17/208 CHAIRMAN'S REPORT

The Chair updated members on the forthcoming twinning visit at the end of June which unfortunately he was unable to attend and encouraged other members to participate in the visit if they could. If this was not feasible arrangements will put in place with Carolyn Barton to reciprocate a gift from Hassocks Parish Council to our partners. It is suggested that some 'local' Sussex wines will be provided to enable our friends to sample the taste of Sussex.

PC17/209 CLERK'S REPORT

209.1 London Bridge Protocol

The Clerk introduced a report setting out a protocol established by MSDC to mark the respects of the passing of a Senior Member of the Royal family. Members were asked to consider whether they wished to adopt elements of the protocol which have been suggested to Parish councils. Members considered the document and felt that the Council should consider the opening of a book of remembrance to allow local parishioners with the opportunity to pay their respects by entering messages into the book.

Members felt that if it was agreed to this proposal a loose leaf book should be maintained. It was proposed that Council maintain a book of remembrance.

RESOLVED Members agreed to open a book of remembrance in the event of a senior member of the royal family passing and that the book to be maintained will be loose leaf.

209.2 **Asset Register**

Members were informed by the Clerk that significant work had been undertaken on updating the Asset register in the last year and it remains a work in progress. The detailed report including the insurance valuations had been considered by Policy Resources & Communications (PRC17/55.3) as part of our governance framework. A programme of asset inspections have been completed to establish condition and remedial action taken where appropriate, this has also included the plotting of assets on Parish Online (Geographical Information system) which enables the Council to identify the specific location of the asset on a series of electronic maps. Based on all known records this is a comprehensive record of the Councils assets. Members are requested to consider and approve the Asset register.

Members were informed of the basis of valuations and that it was anticipated that some of the insured valuations regarding some the larger assets may require to be revisited.

RESOLVED Members approve the Asset Register and acknowledge that it continues to be an ongoing review.

PC17/210 URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN for noting and/or inclusion on a future agenda.

Two items were raised

Members were requested to note that at a future meeting all Committees will be tasked with identifying potential items they think would benefit the parish that could be secured via future potential s106 funding.

Members were asked to note that with the resignation of Darryl Sinclair the Council currently have a vacancy which is subject to public notice which is due to expire on the 15th May 2018. If there is no call for election the Council will then be able to advertise and co-opt a member onto the Council. Members wished to put on record their appreciation to the support and work Darryl has shown over the years and in particular the work undertaken supporting 'Light up Hassocks'

PC17/211 DATE OF NEXT MEETING

To note that the date of the next Council meeting is Tuesday 12th June 2018 at 7.30pm.