

# COLDWALTHAM PARISH COUNCIL

## MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD

ON TUESDAY 15<sup>th</sup> OCTOBER 2019 7.30PM

BRADBURY SUITE, LODGE HILL, LONDON ROAD, WATERSFIELD

Those Present: Cllr G Nelson Chairman  
Cllr T Burr Vice -Chairman  
Cllr S Hewer  
Cllr O Dudman  
Cllr A Lane  
Cllr J Bowler  
Cllr C Dennis  
Cllr A Hewitt

D Cllr B Donnelly  
D Cllr P Clarke

Mrs LD Sherlock-Fudge Clerk

Cllr Dennis signed her Declaration of Acceptance of Office before the meeting.

**ACTION**

19 / 41.00 **PUBLIC PARTICIPATION**

Cllr Nelson welcomed members of the public to the meeting.

19 / 42.00 **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Evans and D Cllr D van der Klugt.

19 / 43.00 **TO RECEIVE ANY DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS, AND ANY CHANGES SINCE THEIR LAST DECLARATION OF INTERESTS**

No new declarations were received for the meeting except: Cllr Nelson confirmed his trusteeship to Lodge Hill with regard to Item 8.

The Clerk received completed Register on Members' Interest from Cllr Dennis.

19 / 44.00 **TO APPROVE AND SIGN MINUTES**

Cllr Burr noted a clarification to the minutes in Item 19/35.06 "Also, any Parish Neighbourhood plan would not be able to alter the extent of any development designated within the village by a Planning Authority's Local Plan, only the location."

The amended minutes for the council meeting held 17<sup>th</sup> September 2019 were accepted and signed by the Chairman.

Under matters arising, Cllr Nelson noted that the consensus from members was for the parish survey would be posted to residents in the villages. He suggested including a revision of the Winter Plan to update resident's information either those wanting support or those able to offer help. The return addresses to be: G Nelson or an email to the clerk or dropped into the Sandham Hall. There will be a cost of approximately £160 for printing.

19 / 45.00 **2018/19 YEAR END ACCOUNTS**

The Clerk advised that the External Audit Report had been received from Moore – with no comments. A copy of this has been displayed on the website.

19 / 46.00 **FINANCE**

19 / 46.01 **Account Summary:** The Clerk distributed copies of up to date accounts for the Parish Council and Alban Head Playing Fields Committee. These are attached as Appendix A & B respectively.

19 / 46.02 **Confirm Bank Account Signatories:** The Clerk advised that the current signatories are Cllrs Nelson as chairman, the Clerk and Cllrs Burr, Hewer and Evans. Members agreed to keep this the same, following the co-option of the last two members to council.

19 / 46.03 **Amend Clerk's Salary Standing Order:** Authorised and signed letter instructing Lloyds Bank to amend the current Standing Order to reflect a change of Tax Code for 2019/20, by the Chairman, and Cllrs Hewer & Burr: Clerk's October Salary £336.09 (salary plus tax refund) then £292.09 from November.

19 / 46.04 **Payments:** Authorised and cheques signed by the Chairman and Cllrs Burr and Hewer for;

Mr James Miller	20hrs Groundsman Duties AHPF	£ 130.40
Moore	External Audit Fee	£ 240.00

The Clerk advised that the invoice for the meeting fee from Lodge hill, as shown in the accounts, had not been received yet.

19 / 46.05 **Donations:** Authorised and signed cheques by the Chairman and Cllrs Burr and Hewer for;

Coldwaltham Churchyard	Donation - Local Gov Act 1972 s215 (6)	£ 250.00
Hardham Churchyard	Donation - Local Gov Act 1972 s215 (6)	£ 150.00

19 / 47.00 **CHAIRMAN'S REPORT**

19 / 47.01 **Review and confirm the members of the Alban Head Committee:** Cllr Nelson advised that the committee had met last week and had a good meeting. The Alban Head Committee wish to recommend Fiona Charman as a new member of the committee becoming a second parish representative. Fiona Charman was instrumental in organising the dog show held in the summer. Some of the proceeds from which they are hoping to refurbish the Children's Play Area. The Dog Show are hoping to hold this as a bi-annual event in the village. Members agreed to Fiona Charman joining the Alban Head Committee.

The Alban Head Committee are also looking at increasing the number of trustees from the current three members to six members and the Parish Council. With this in mind, three members have been approached, it is hoped that this will be in place for their next meeting in February.

The Groundsman health remains a concern, the Chairman is seeking advice, however there might be a small charge, if there this charge is too great then he will investigate other options. Cllr Nelson reminded members that next month is budget planning.

19 / 48.00 **POTENTIAL DEVELOPMENT LAND FEEDBACK**

Cllr Burr briefed members on the recent meeting with the Barlavington Estate, at whose invitation Cllrs Nelson and Burr had met with Sebastian Anstruther, estate trustee, and Andrew Kinnear, estate manager.

Barlavington Estates (BE) were seeking to enlist the Parish Council's support for changes they wished to make to the proposed site at Brook View, hoping to increase the number of homes and the layout, and offering the following presumed benefits to the community.

- more low-cost/social housing to meet demand in our area

- high energy efficiency with much reduced running costs
- a community shop on the Fittleworth model
- a 'village green' at the heart of the development
- a family-friendly setting bringing more children for the school.

BE felt that, with the Parish Council's support, these changes might prove acceptable to the SDNPA. However, no specific plans were yet available, on which the Council might comment in any detail. Cllr Hewer commented that a sketch plan, even if available, could hardly provide enough information for the Council to understand the full implications.

Cllr Burr noted that during the whole process of consultation on the development, various changes were made: a reduction in the number of properties; creation of a public open space; and enhancement of the residual four hectares of flower meadow. BE had not demurred to these changes while their priority was to get the potential development into the Local Plan; but once in the Plan, the amount of housing was now seen as open for further discussion and expansion.

The SDNPA had stipulated that developments in the National Park should have 50% of affordable homes. BE were concerned about the viability of the project if as many as half of just 25-30 homes were required to be affordable. D Cllr Donnelly said that most Councils had an allowance of 30 to 40% affordable homes. D Cllr Clarke noted that the energy efficiency of the homes would not be in the gift of BE, but would be required anyway under Building Regulations.

Members pointed out that Coldwaltham Parish lay largely along the A29, within easy reach of the Pulborough supermarkets. Any shop on the development would therefore face serious competition, while still being at some distance from the Post Office in Sandham Hall and from the school. As regards the school, the suggested benefits from a larger development could not be guaranteed.

Members noted that these proposed changes were being mooted when the ink was hardly dry on the SDNPA Local Plan. The Parish Council had put much effort into the consultation on the Plan, but constructive proposals for a range of smaller sites had been ignored. If the Council was expected to accept this outcome, then so should BE.

**The Parish Council agreed, in the light of their discussion, that there was no prospect of their support for a reopening of the housing allocation to the parish in the recently adopted Local Plan.** Should BE wish to discuss the style and layout of the houses in the framework of the Local Plan, then the PC would be open to further discussion.

Cllr Nelson noted his trusteeship at Lodge Hill with regards to the next item, excluding himself from discussions.

Cllr Burr noted the recent public presentation by the Lodge Hill Trust (LHT) in September. They had presented an illustrative plan for the site on Waltham Park Road for the development for 20 homes, to include 8 flats. LHT were arguing for this to be treated as an Exception Site, on the basis of their educational work, to be seen as their community contribution in place of providing the affordable homes otherwise required. The same site had been put forward by LHT during the Local Plan's public consultation phase, but SDNPA had classed it as an Omission Site, so it had not been included in the final Local Plan. A number of the properties would be for rent, to provide a future income stream for the Trust's work.

Cllr Dennis had attended the presentation and noted that from the position of the proposed site it would be easy for follow-on development to encroach further along the front of the Lodge Hill land, without impairing the educational areas. The proposed housing would also require highway access close to a difficult road crossing on the A29, though D Cllr Donnelly commented that the Highway Authority often agreed to these without much hesitation. He

recalled that a previous application from LHT had not been allowed because of a covenant on the use of the land.

The Parish Council noted that LHT had not sought any dialogue directly with the PC, but were expected to go forward with an application, on which the Council could expect to be consulted in the usual way. The cumulative impact on the Parish of this proposal, together with BE's wish to increase the housing allocation on their site, would go well beyond anything contemplated in the South Downs Local Plan, adopted just three months ago.

**19 / 49.00**     **CORRESPONDENCE**

Nothing received for discussion.

**19 / 50.00**     **PLANNING**

**19 / 50.01**     The Clerk updated the Council regarding recent applications

- SDNP/19/01741/HOUS, Ashridge, Old London Road, Coldwaltham, Erection of a replacement garage and erection of a garden room to side/rear of property, Permitted
- SDNP/19/03766/HOUS, 3 The Courtyard, Ingrams Farm, London Road, Hardham, Erection of a two storey side extension, Refused
- SDNP/19/04313/TCA, Laleham Lea, Colebrook Lane, Watersfield, Fell 1 x Monterey Pine (Works to Trees in a Conservation Area), Permitted
- SDNP/19/03997/HOUS, Ingrams Barn, Ingrams Farm, London Road, Hardham, Proposed construction of an extension and alterations, Refused

**19 / 50.02**     Cllr Burr noted that one claim to fame the village of Coldwaltham was to have one of the largest and oldest yew trees in the country. The Parish has received notice of an application made by St Giles Church to remove any dead wood from the tree and to trim the lower branches back from over the chapel roof.

Cllr Burr noted that within the application is an email report from the HDC Case Officer, who has indicated that he would recommend approval of the application, even before the parish council has been consulted.

Members noted that the tree is a significant village landmark a one of few village heritage items/monuments. The majority of members were strongly against any trimming of the tree.

D Cllr Donnelly commented that he had noted planning officers giving indications on applications prior to decisions being confirmed. Cllr Burr commented that an undertaking to recommend an application was more than an indication, and that due process should be followed.

Members expressed a wish to hold a planning meeting to discuss the application.

**19 / 50.03**     **Implications of HDC not producing paper plans for all planning from 1st November:**

Cllr Burr noted that at planning meetings members are used to looking at the large paper plans. From 1<sup>st</sup> November HDC would no longer be providing printed plans, and he would only be able to print up to A4 size. He suggested that members attending the meeting took a moment to view the applications on-line beforehand and came armed with anything they wished to highlight.

If members had any capacity to print bigger versions of complicated applications this might be useful to utilise in the future.

**19 / 51.00**     **ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK**

**19 / 51.01** Cllr Burr noted that he had read the SDNPA's recent consultation document on Affordable Homes, which proved to be an essentially technical document for developers and planners. He saw no need for the Parish Council to respond.

**19 / 51.02** Cllr Nelson advised that the Parish Survey will be distributed following a few typo errors, to members for their final agreement before being printed in the next week or so. Hoping to have responses collated before the end of the year.

**19 / 51.03** Cllr Bowler briefed members regarding an update from Sussex Police: Every community in Sussex will have a named PCSO starting from next month and there is to be an increase of an additional 100 PCSOs taking the total number of PCSOs to 296.

**19 / 51.04** Cllr Dennis said that following the last meeting when Council had been advised that the footpath from Waltham Park road to Ashurst Cottages had been opened up, she had noted that the path has been cleared to such an extent that might be used to make a road. It was noted that it is not marked on WSCC Public Rights of Way Map as a footpath but as a track. There were rumours that this clearance might be a prelude to Barlavington plans for a campsite, but if so there would be a planning application for Council to consider in due course.

**19 / 51.05** Cllr Burr noted that the new St James School sign has been installed with sympathy to those who still visit loved ones in the graveyard. But the Chuckleberries' banner on the other side of Church Lane remains and is much more intrusive. Cllr Nelson is still intending to speak with the school on this issue and the question of planning permission.

**19 / 52.00** **PARISH MAGAZINE**

Items collected from council for inclusion in the Parish Link:

- To increase the numbers of the Speed watch volunteers
- Winter Plan

**19 / 53.00** **DATE OF NEXT MEETING.**

**19 / 53.01** **Next meeting of Council:** is the Parish Council Meeting on Tuesday 12<sup>th</sup> November 2019 at 7.30pm, in the Limerick Studio at Lodge Hill Centre. This will include the first Budget discussions.

**19 / 53.02** **Dates for 2020 Meetings:** The Clerk distributed a provisional list of dates for 2020, asked for members to consider these dates for next year as there are budgetary implications. Most dates are the second Tuesday in the month. Preferences required for March, November and December.

Meeting Closed at 8.40 pm.

**Chairman:**..... **Date:**.....

Distributed to those present, also Cllr Evans, C Cllr Arculus and D Cllr van der Klugt.