

**MINUTES OF A MEETING OF BALCOMBE PARISH COUNCIL HELD ON
WEDNESDAY 13 APRIL 2016 AT 8.00 PM IN BRAMBLE HALL**

Present: Katherine Daniel (KD), Nicky Gould (NG), Simon Greenwood (SG), Neil Lindsay-Stewart (NLS), Charles Metcalfe (CM), Alison Stevenson (AS) & Sue Taylor (ST)
Lisa Greer (LG) & Mat Record (MR) arrived late at Minute Item **0246** and **0250** respectively and left early during Minute Item **0272**

In attendance Rosemary Robertson (RR) Clerk to the Council.

0245. Public Participation

Bryan Hammans asked that the Parish Council take action to improve the dangerous conditions on Bramble Hill caused by parking. AS informed that although there are no immediate plans to pursue a TRO for yellow lines we are drawing up plans for Access Protection Lines (APL) as a short term solution.

0246. Declarations of personal or prejudicial interest

Cllr Lindsey-Stewart declared a person interest in Item 7 Planning (**0250**) neighbour of 13 Oldlands. Cllr Greenwood declared a prejudicial interest in Item 19 Neighbourhood Plan (**0262**) & Oil. Cllrs Metcalfe and Taylor declared a prejudicial interest in Item **0272** (Exchange of Information) because of the intention of ST to deliver a report on Repower Balcombe (shareholders). Dispensation was granted for ST to deliver a report to be delivered as Exchange of Information (**0272**).

0247 Apologies for absence

Apologies received from Cllr Martin Flint (MF)

0248. To approve the Minutes of the Meeting held on 16 March 2016

The Minutes 16 March 2016 were signed as a true record.

0249. Matters currently being pursued, report from the Clerk

0206 Half Moon is now under new management

3572 ST has produced figures which suggest we owe £1,400 (May 2015 election).

0223 The Fete license is being organised through a local publican

0224 DM/16/0711 Arosa, Oldlands Ave, DM/16/0817 The Larches, Deanland Rd and DM/16/0929 The Studio, Haywards Heath Rd – all granted

0198 DM/16/0222 2 Box Cottages granted but DM/16/0155 13a Newlands was refused. DM/16/5038 Deanland Shaw was granted with added conditions to ensure screening between the properties was maintained.

0243 CM, AS, KD & NG had met before the meeting to look at the Infrastructure Delivery Plan

RR had met with Burgess Hill Town Council to show them Bramble Hall and the Victory Hall with Joan Dutton (they are researching how to run a Hall)

0250. Planning

DM/16/1009 13 Oldlands RH17 6LY - To extend proposed rear extension by 0.6m to eastern elevation. Minor amendment to permission DM/15/3436 – No objection.

DM/16/1181- Trees Cottage, Victoria Rd RH17 6LJ – Single storey front extension and side porch – No objection

DM/16/0201 Forest Farm, Paddockhurst Lane - Conversion of redundant farm building (old granary) into a 1 bedroom dwelling. Amended plans received 23/3/16 showing revised external changes to building – No objection

DM/16/1386 Birch House, London Rd, RH17 6HT - Single storey rear extension, cladding to rear elevation – No objection

DM/16/1431 Forest Lodge, High St RH17 6JZ - Proposed single storey rear extension and single storey front extension – No objection

0251. Late application – planning

DM/16/1477 Arosa, Oldlands Ave, RH17 6LP- Limes (T1,T2,& T3) reduce by 6m to previous pollard points – No objection

0252. Cash Book Receipts & Payments for March 2016 and to approve 16/17 budget

Cash book receipts & payments for March were circulated and noted. The year ended with a c£17,000 surplus because the snow plan and oil fund were not used and there had been no election payment. It was agreed to approve the budget (ST) as presented with amendments to reflect a grant of £5,000 to the Victory Hall, £10,000 towards traffic projects, possible Clerk salary increment and Net Other Projects from £2,000 to £3,500 to include a new bus shelter at Stoney Lane.

0253. To approve the Annual Governance Statement and note the requirements of the Auditors PKF Littlejohn LLP

The Internal Audit Committee (MF, SG, ST and RR) nominated to audit procedures had met and ruled that everything was in good order. The annual governance statement 2015/16 was read, agreed and signed by the Chairman and Clerk.

0254. To sign the lease renewal of Bramble Hall until 31 March 2021

The lease (with a break clause at 2018) was signed by the Chairman, Charles Metcalfe, and Cllr Gould who would take documents including Notices to a Solicitor for witnessing.

0255. To agree to transfer £50,000 into a new Nat West 90 day account when the precept is paid and to approve the bank mandate and signatures

The Barclays Account was now under the £75,000 limit so when the Precept is paid it was agreed to open the Nat West Account with £50,000. It was noted that cheque signatories for Barclays & Nat West were Martin Flint, Charles Metcalfe, Alison Stevenson, Sue Taylor and Rosemary Robertson (two signatures necessary).

0256. To discuss the trespass issue recently highlighted by residents

Dog walkers are flouting rules and wandering away from paths presenting a risk to livestock in fields. Balcombe Estate has put signage up, NL-S has checked that Finger Posts are correct and the issue addressed in the Annual Report and Parish Magazine. RR will produce laminated signs for fingerposts.

0257. Election Update

The Election for the Parish Councillor vacancy will take place 5 May with two candidates standing. Both will be invited to put 150 words in the Parish Magazine.

0258. To confirm the organisation of the annual BPC Superstars Competition

It was agreed that RR would assist Paul Nolan and John Greetham on behalf of BPC to organise the annual Superstars competition. RR is hoping to rationalise Balcombe Parish Council insurance when it is up for renewal to include as a matter of course, Superstars, the Parish Council Christmas Tree and the Fete.

0259. Community Payback team update and future projects

The team have done 4 days of work which has been a heavy commitment for NG on a Saturday so NG has postponed the final day and we hold a day in credit.

Other jobs identified could be undertaken by the Ranger. RR has identified a possible clearance project on Affinity Sutton land in Jobses.

0260. To give an update on the Annual Parish Meeting 6 May & Annual Report

Balcombe Businesses have been invited to attend – so far two have replied. The Annual Report is nearly ready for production, and thanks were extended to all those who had contributed – KD to do final check. RR will produce posters.

0261. Report from Defibrillator Working Group

The training film will be shown at the Annual Meeting and a lengthy piece will go in May Parish Magazine.

0262. Neighbourhood Planning

KD gave a short report – the consultation has finished with 7 responses and no challenges by developers. BPC will seek to appoint an Examiner recommended by a neighbouring parish. MSDC have indicated that there is nothing controversial.

0263. Health, Safety & Security

A Neighbourhood Watch coffee morning took place and ST and Stuart Gregory will present to the 61 Club on potential Scams. MR suggested that a talk for young people on the dangers of the internet would be useful too.

0264. Young People

The competition has been extended until 31 May and survey questions have been put together.

0265. Traffic

Richard Speller (WSCC) has indicated that posts in Newlands may be a possibility at £85 per post. It was agreed to scope the project, consulting with residents: posts would need to be installed by a qualified practitioner. AS to draw up APL plans.

0266. Facilities & Amenities (Halls)

Bramble Hall lease is now signed for another 5 year period. A toilet has been installed in the Pavilion and three new dog bins have been pledged by MSDC with WSCC promising to organise licensing for us.

0267. Rail

MF had sent a report indicating he is still chasing the station manager, Ian Wagg, to obtain information about usage, ticket office recruitment/opening hours, timetable changes and ticket machine charges to purchase off-peak tickets. The car park is full.

0268. Rights of Way

The Mill Steps have been repaired. Five letters have been sent supporting the Greentrees surfacing but talk has moved on to locating a path along the field running parallel, WSCC have been in contact with the owner. Quad bikes have been a problem in the Cowdray Woods. AS will answer a query about development on the Haywards Heath Road which would be outside the Neighbourhood Plan.

0269. St. Mary's Trust

A small working group has been set up to manage the work at the back of the Church.

0270. Victory Hall Management Committee Report

The Accounts have been published which show £19,000 revenue, with a surplus of c£2,000 and reserves at £43,000. NG attended a fundraising workshop and has found a source of funding for a consultant to help with major projects. She has suggested that a working party be set up which was agreed by the VHMC.

0271. Correspondence

M3 Prevent Training to spot radicalisation was highlighted but not deemed necessary.

O11 Jayne Milne will have to re-apply for her job and CM gave a debrief on the Police talk. £32 m is to be taken from the budget so there have been redundancies. PCSOs will not be in dedicated areas and will deal with high risk issues such as child abuse, terrorism and high impact crime. “Informal” jobs which were dealt with by PCSOs such as noise nuisance etc will no longer be dealt with by the Police. The idea of Community Wardens was rejected. MR queried what our response should be as a Council.

0272. Exchange of Information

ST gave a short report on Repower Balcombe whose two share offers were over-subscribed (CM left the room). A private company who took over the large solar farm project which Repower couldn't finance are giving them £50,000, plus £5,000 every year for 30 years to a Balcombe Community Benefit Fund.

SG suggested that the Bus Shelter at Stoney Lane be inspected by the Ranger, if it could be repaired then this could be a job for Community Payback.

NLS asked for the Conservation Area map.

There being no further business the Clerk closed the meeting at 10.14 pm.

**THE NEXT REGULAR PARISH COUNCIL MEETING WILL BE HELD ON WEDNESDAY
18 MAY 2016 AT 8.00 PM IN BRAMBLE HALL**

Signed..... **Date: 18 May 2016**