

MINUTES OF THE MEETING OF BALCOMBE PARISH COUNCIL HELD ON MONDAY 15 APRIL 2013 AT 8.00 PM IN THE W I ROOM, BALCOMBE VICTORY HALL

Present: Councillors Alison Stevenson (AS), Simon Greenwood (SG) Alan Dearden (AD), Mike Talman (MT), Catherine Dennison (CD), Carol Jarvest (CJ), Robin Williamson (RW).
In attendance: Rosemary Robertson (RR) Clerk to the Council

3063. Public Participation

Suzie & Paddy Horne, Rosalind Merrick, Francis & Vicky Cripps were in attendance. *Francis Cripps* drew attention to the planning application for Trees Cottage (BA)13/00886/FUL and an email letter which had been sent to the Council. He explained that the first plan had been withdrawn and this was a new version, amended to reflect the comments made previously.

Rosalind Merrick expressed her opposition to the proposal at Trees Cottage, stressing that it would overshadow her property.

3064. Declaration of Interest

Councillor Greenwood declared a prejudicial interest in Respect of Agenda Item 18 Letter to Balcombe Estate (3079). Councillor Stevenson declared a prejudicial interest in respect of Item 16 Planning Application (BA)13/00963/TCA (3072).

3065. Apologies for Absence

Councillors Peter Huxley and Rodney Saunders were not present because of holiday.

3066. Approval of Minutes Meeting 18 March

A correction was made and initialled in 3049 (the word **Vice** was struck through) in the circulated Minutes of the Meeting held on 18 March which were then approved and signed by the Chairman as a true record.

3067. Matters Arising

3045. AS informed Councillors that there was a thank you letter from Gillian Lindsay-Stewart in the Correspondence Box for the kind words said about Robin.

3046. RR indicated that the anticipated timescale for the Greentrees Bridleway would be ground clearance in Autumn, following formal confirmation.

3050. AS indicated that there were errors in the notes supplied by The Victory Hall Management Committee (VHMC) from a recent meeting with BPC, there was no offer to refund lost bookings and there were incorrect facts about the CIL added by the VHMC Chairman as a post minute note. AS will ask MSDC to clarify present CIL proposal and update the VHMC.

3051. Some analysis had been done of the costs associated with the Football Club with a view to drawing up an agreement for the next winter season. The last few matches were due and cleaning had been suspended until these were over.

3052 (a). RW reported that he and AD had inspected the planning application BA)13/00725/FUL Beechcroft, Stockcroft Road, RH17 6LQ. Proposed addition of 4 new dormers in roof together with replacement shed and new carport on existing hard standing. Ignoring the retrospective element of the application he found no objection.

3055. RR holds the new Free Bus Pass Forms and it has been advertised in the Parish Magazine that the forms are available from the Clerk as well as from the WSCC website.

3068. Urgent Matters

AS informed the Councillors that Iain Brown had decided to resign from Speedwatch, demoralised by the fact that over the course of 5 years 12,000 speeding motorists had been identified and there was no evidence of any prosecutions. Although the police had

been in the process of identifying a possibly site for legal prosecutions none had been made to date. It was agreed to try to find a new Speedwatch Coordinator and advertise for new recruits in the Parish Magazine. Inspector Paul Tomlinson will be informed and pushed to offer more support.

RR asked that a Training Survey be carried out at the meeting at the request of SSALC (it was completed at the end of the meeting).

3069. Financial

a) Cash Book Receipts and Payments for Month 12, March 2013 were presented. RW explained that miss-coding in the Nominal Ledger would be adjusted at the Year End Close Down and new budget codes introduced for Bramble Hall (Set Up Costs, Running Costs & Income). Election expenses, anticipated to be at least £1500, would also have to be added to the budget. The target was to have £10,000 in reserve at all times. He reiterated the fact that Bramble Hall was at an early stage and urged caution for the first three months. It was hoped that funding for tables and other equipment would come from a CLC grant. Youth Club were also hoping to secure funding from the Lottery. It was agreed that Youth Club should not pay for the use of Bramble Hall because they were currently not charged for pavilion use.

b) It was noted that Littlejohns, local government auditor, had been appointed.

c) It was discussed whether to close the Deposit Account with Investec and keep all funds in the Current Account. RW will investigate and report likely cost to the Council in foregoing interest payments before a decision is reached.

d) Neighbourhood Plan Team to put forward a budget for review at the next meeting.

3070. Update on Election

Six candidates had come forward and their details will appear on the website and in the May Parish Magazine. It was reiterated that the timing of the election was extremely fortuitous in that costs were halved because of the West Sussex County Council election running concurrently, a stand-alone election costing the Parish circa £3000.

3071. Update on Fracking

AS reported that Cuadrilla had requested a meeting with Balcombe Parish Council and this was in the process of being scheduled.

3072. Planning For representation by 19 April

(BA)13/00886/FUL Trees Cottage, Victoria Rd, RH17 6LJ. Ground floor kitchen extension and first floor bedroom extension. The re-submitted plans went some way in addressing the concerns raised re building line, street scene, design and effect on neighbour. The front elevation is better, the footprint has been reduced etc but there are still concerns over the impact it will have on the amenity space of the neighbour, and their right to light. AS will make this clear in the Opinion given to MSDC but there seems to be insufficient grounds to turn it down, and approval would be the likely decision by MSDC. RR to copy Opinion form to both Merricks and Cripps.

(BA)13/00963/TCA Highfield, Deanland Rd, RH17 6LX Fell T1 tree in conservation area. Councillor Stevenson exited the room during the discussion. RR reported that Cllr Saunders had inspected the tree, confirming that it was completely, utterly and totally dead, therefore no objection.

(BA)13/01023/TCA Albany, Deanland Rd, RH17 6PH. Various tree work AS reported that this application was the result of the need to manage a badly maintained hedge in a very poor state. There was no objection to the work

For representation by 16 April (extension agreed)

(BA)13/00854/FUL 3 Bramble Mead, Balcombe, RH17 6HU Replacement of existing conservatory with extension. The proposal was to update an existing sun room to make it a more permanent structure. It would have minimum impact on neighbours but height and

appearance would change from the London Road. It was reported that the plans would constitute an improvement, there was no objection.

3073. Station Issues

It was noted that there were consistent problems with ticket machines frequently out of order and difficult to operate, station ticket office opening times reduced to 2 hours a day etc. The Neighbourhood Planning event had highlighted the importance of the station and had brought many specific complaints at recent events over staffing and ticketing. It was unanimously felt this should be tackled. A representation from the rail company should be pursued. AS will invite one of the new Councillors to take it on.

3074. Annual Report

Councillors who had not yet submitted their reports were reminded to do so. Once the election has taken place the new Councillors can be added in. It was agreed that Balcombe Parish Council should finance a flyer to all households, listing the candidates with their submitted resumes; advice on wording should be sought from MSDC Electoral Office. It was agreed that the Annual Parish Meeting would take place at 7.00 pm in Bramble Hall and would be followed by Richard Greig's leaving party which would take place in the Forest Room of the Balcombe Club at 8.00 pm.

3075. Bramble Hall Update

MT reported that the Hall was up and running with the first booking (Balcombe Babies) due in tomorrow. The necessary inspections had been carried out and all health and safety issues complied with. The Opening Ceremony had gone very well with about 100 people in attendance and 20 cubs. The Cubs had been thanked and were delighted with a profit from cake sales of £150 towards their PGL Camp. CJ informed the Councillors that if Youth Club use the building AiRS have asked that a separate Risk Assessment be carried out. It was agreed to finance the purchase of four new adult height tables but to apply for a CLC Grant to cover this expense c£338 + VAT..

3076. Working Groups

- a) Housing & Environment – no update. AS and RR to attend a meeting about the allocation policy for affordable housing in AONB. It was noted that a Neighbourhood Plan took effect from the day you started the planning process and not at Completion.
- b) Safety & Security – AD made reference to Speedwatch already discussed. He mentioned an incident on Bramble Hill which is being dealt with by police.
- c) Youth – CJ reported that the Club want to stay in the Pavilion in the summer months but it was agreed that they would use Bramble Hall for the next few weeks till the end of the football season, returning to the Pavilion on 13 May. CJ to email MT with further details.
- d) Traffic Matters – no update, RS absent.
- e) Local Societies – AD asked to be notified of new householders. He will contact Ben Skinner, Balcombe Estate, who can furnish a list of new Estate tenants.
- f) Facilities & Amenities – the rotten fingerpost from Mill Lane is irreparable and in storage at Rocks Lane yard, there is no budget to replace, although AS will contact Bill Acraman to see if funding is available from WSCC. CJ to make contact with MSDC re defects with the installation of the circular picnic table in the Rec. MT now has three Emergency Helpers on standby.

3077. Newlands Working Group

A meeting has been organised on 9 May with WSCC's R.Rhodes-Kubiak. There will be a public consultation in Bramble Hall on Saturday 8 June. Councillor Saunders will put a separate flyer within the Annual Report.

3078. Neighbourhood Planning

The CABA Consultancy period had now finished and Wendy Shillam delivered an excellent presentation with an outsider's view of the village and where houses should be built. It was suggested that her PowerPoint presentation should be shown at 7.30 pm in advance of the next Council meeting. The Exhibition on 23 March was well attended despite the snow, but was predominantly made up of the older population. Plans to target the younger population by holding an afternoon session after school using personal invitations etc was planned for 26 April in Bramble Hall.

3079. Correspondence

It was suggested that some of the regular leaflets should be posted in Bramble Hall.
RS's letter had indicated an interest in principle to the parking spaces offered by Balcombe Estate at the Station, this will be explored.
VHMC notes already noted as incorrect, AS and CJ to email Stuart Gregory.
CJ requested that there be an Agenda item each month on VHMC.
Nigel Tarr, Acting Chairman of Handcross Community Bus email had requested support from the BPC in terms of publicity etc. He made reference to the fact that "promoting accessibility around and access to and from our village" was an integral part of the fulfilment of one of the aims of our Neighbourhood Plan. It was noted that the excellent Community Bus is major asset for the village.
Superstars – a letter will be sent to confirm insurance cover for the event through Balcombe Parish Council.
The Training Survey was carried out.

3080. Exchange of Information

SG indicated that he would not be at the Annual Parish Council Meeting 20 May,

There being no further business the Chairman closed the meeting at 10.20 pm.

**THE ANNUAL GENERAL MEETING OF THE COUNCIL WILL BE HELD ON
MONDAY 20 MAY 2013 IN THE WI ROOM, FOLLOWED BY THE ANNUAL
PARISH MEETING ON WEDNESDAY 29 MAY IN BRAMBLE HALL**

Signed.....
Date: 20 May 2013