

**MINUTES OF THE MEETING OF BALCOMBE PARISH COUNCIL (BPC) HELD ON  
WEDNESDAY 19 February 2020 AT 8.00 PM IN BRAMBLE HALL**

Present: Jackie Emery (JE), Nicky Gould (NG) (acting chair for the meeting), Malcolm Kenward (MK), Sue Taylor (ST) and Lloyd Thompsett (LT)

In attendance Rosemary Robertson (RR) Clerk to the Council and Jemma McCarthy (JM) Assistant Clerk to the Council.

**0027. Declarations of personal or pecuniary interest**

Cllrs JE, MK, ST, LT declared a personal interest in Item 09 Angus Energy (0034) and Item 12 Energy (0037) as members Frack Free Balcombe Residents' Association.

**0028. Apologies for Absence**

Cllrs Simon Greenwood, Jon Millbank, Henry Le Fleming, Charles Metcalfe and Alison Stevenson had given apologies.

**0029. To approve the Minutes of the Meeting held on 15 January 2020**

The Minutes of the Meeting held on 15 January were signed as a true record.

**0030. To approve the Minutes of the Extra Meeting held on 3 February 2020**

The Minutes of the Meeting held on 3 February were signed as a true record.

**0031. Matters currently being pursued, report from the Clerk**

- Item 0124 Dec 2019 – Woodcote – we note that planning permission has been granted based on a revised submittal which showed a clear separation between the new building and the boundary fence.
- Noted there are many streetlights awaiting repair –and there was a request from councillors to convert these to LED's as they are being repaired.
- Received an email regarding Parish in Bloom – the final amount to enter two categories was £100 not £90 as previously discussed (0017). Unanimous agreement to pay the additional £10.
- Received request from UK Power to not attach the speed indication device to their assets.
- Planning approvals:

DM/19/5067	5 Bramble Mead, Balcombe	MSDC Allowed
DM/19/4955	1 Box Cottages, High Street	MSDC Allowed
AP/19/0086	Little Smeads, HH Road	Planning Inspectorate Allowed
DM/19/5098	15 Newlands	MSDC Allowed
DM/19/4465	Barns North Of White House Lane Brantridge	MSDC Allowed
DM/19/4716 & 4718	Great Coopers Corner Farm, Redbridge	MSDC Allowed

**0032. Urgent Matters**

Noted that elevations have been updated for planning item DM/19/5210 St Agnes, Bramble Hill – agreed to discuss as part of planning (0033)

**0033. Planning - to consider the following applications**

*DM/20/0098 Forest Farm Paddockhurst Lane Conversion of existing redundant farm building, old granary, into 2 bed residential and holiday let. New porch extension – No objection*

*DM/20/0293 Forest Farm Paddockhurst Lane - Demolition of existing redundant farm buildings and temporary accommodation and their replacement with a single dwelling with associated landscaping – No objection*

*DM/20/0498 Laureldene Deanland Road - Trees in conservation area- Tree 1 Sycamore - Fell. Tree 2 Conifer – Fell – No Objection however BPC would appreciate new trees being planted to replace ones being felled.*

*DM/20/0505 House In The Wood Redbridge Lane - Demolition of existing boiler room, construction of new single storey rear extension, new windows in existing and new rear elevation wall. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.- No objection and no comment on legal position*

*DM/20/0634 Hollow How Stockcroft Road - Hazel(T1) – Fell – No objection*

*DM/19/5210 – St Agnes – No objection*

**0034. An update on Angus Energy Application WSCC/071/19 Lower Stumble**

Environment Agency (EA) have responded to the new material as submitted on WSCC. They have removed their objection but will be awaiting a permit variation application and the associated information. Next steps noted that the planning office recommend a decision by March 24<sup>th</sup>. There is usually an opportunity for BPC to have 2 speakers. Cllrs resolved that BPC should be represented at this meeting and the response should be led by ST.

**0035. Financial: December Cash Book Receipts & Payments**

January Cash Book Receipts & Payments were circulated and noted. Noted an unusually large VAT balance due to the mis-calculation of VAT on a previous invoice. Additional VAT invoice received to correct the VAT charge. VAT account to be reviewed and reconciled before next VAT return submitted.

**0036. Online Banking**

ST raised concerns over payments made through online banking and referred to NALC guidance on this matter. Resolved to defer matter until the process has been discussed and agreed by the Finance Committee.

**0037. Reports from Groups**

**Neighbourhood plan** – Rydon have submitted their Discharge of Planning Conditions. Their proposal for the Footpath Link Detail proposes 30ml limestone scalping whilst our request was for hogging.

➤ Actions proposed:

- Neighbourhood plan committee to meet and discuss this item
- Liaise with traffic group re S106 money which was expected from Rydon

Additionally it was noted the MSDC have not adopted the Merton Rule on Climate Change. Therefore it is noted that there is no renewable energy source in the Rydon application. Resolved to contact MSDC about adopting a sustainable building and planning policy

Note: (London borough Merton established a climate-change mitigation rule that all new buildings reduce CO2 emissions a minimum of 10% through the use of renewable energies. The strategy, now

widely known as the Merton Rule, has led to investments in small renewable energy sources and energy-efficiency in buildings.)

**Youth/recreation/well being –**

- Youth club is going well. They have received a grant from the Fete committee which will be used for an activity day at Ardingly Reservoir.
- Well-being: Noted the Surgery still does not have receptionist but are actively recruiting. Plans to introduce new “Livi” system of online/over the phone consultations.
- Age UK – location has moved to the main bar area of the Club. They have received a grant from the Fete committee to fund the next set of meetings. Most recent meeting had 14 attendees.

**Energy** – Bramble Hall LED conversion now finished – the lighting is much improved. BPC to pay labour costs with Repower reimbursing the fixtures cost.

**Traffic** – The quote for Detailed Design was tabled along with the quote for Road Safety Audit level 1. It was resolved to go ahead with the RSA as the first step. The unused budget for traffic for this year will be carried over and used as the first payment for the Detailed Design Guide in the next financial year. **Resolved to create earmarked reserves** for traffic spend.

**Community Assets -**

- Victory Hall – noted we have not yet received the invoice for the doors. To write to VH to confirm if they will have an AGM and for a copy of their accounts.

**Public Transport** – Re the water issue on the Balcombe Station steps – the contractor is aware but still has not attended.

**Access & Rural** – Continued issue reported regarding the footpath at Steppers. JMc and RR meeting the WSCC Public Rights of Way Access Ranger Tuesday 20th to discuss.

**Business & Commercial** – Penlands Rd closures expected in summer and expected to adversely affect businesses.

**0038. Update on planned VE day celebrations**

Grant application submitted and will be decided on 25 Feb. RR has applied for a road closure. Suggestions from Cllrs to have the fish and chips van, the pizza van and an ice cream van if available.

**0039. To decide on a date for the Annual Parish Meeting (20 May 2020) and a possible speaker**

It was resolved to host the Annual Parish Meeting on 20 May 2020. Proposed to ask a representative from Repower to speak but if they prove unavailable perhaps someone from Freecycle could talk instead

**0040. To confirm Jemma McCarthy as the Council Data Protection Officer**

It was resolved that Jemma McCarthy is appointed the Council Data Protection Officer

**0041. To confirm Balcombe Parish Council’s role in the organisation of Balcombe Fete**

Resolved that BPC will continue to sponsor and administer the Fete alongside the committee of volunteers.

**0042. To discuss policy on Climate Change and consider a competition to raise awareness**

Deferred to the March meeting.

**0043. To discuss LED conversion of streetlights**

Cllr HLF submitted email update: He had a discussion with WSCC and reviewed the assumptions in the financial model. These were largely agreed although some ongoing maintenance was identified. They also discussed timing as SSE are also administering the WSCC project, therefore will need to confirm their availability. Next steps are to discuss with SSE for timing and procurement approach. Also need to follow up with Salix regarding loan and payback.

Further discussion was deferred to March meeting.

**0044. Update the drainage situation in Victoria Road and discuss the possibility of an Operation Watershed grant.**

The council expressed concern over the state of disrepair of the road and would like to see something done either by residents or through escalating to WSCC Highways. It is noted that whilst there may be funds available, any repair will need approval of the landowner and future maintenance will remain the responsibility of the landowners. It was resolved to establish who the landowner(s) are via the Land Registry.

**0045. To give an update on the process to appoint a new councillor**

Co-option process underway with one application received to date. Agreed to put additional notices around the village.

**0046. To decide on Fingerposts needing repair**

Quotes are being sought. Deferred to March meeting

**0047. To inform Councillors of fraudulent notice re: Newlands parking.**

Discussed and Noted

**0048. To approve the following in our Village Centre Enhancement Scheme to appoint a Road Safety Auditor to produce an RSA level 1 at an approximate cost of £850.**

Resolved and agreed to appoint RSA auditor.

**0049. Correspondence**

To/From MSDC

- M1 Barnfield site – notice of commencement of archaeological investigation
- M2 New homelessness strategy for Mid Sussex
- M3 Food Collections trial

To/From WSCC

- W1 Alternative to cancelled Mobile Library service
- W2 Your Voice – next Local Committee
- W3 BPC Objection to WSCC/071/19 Lower Stumble

Other

- O1 BULB certificate of 100% renewable electricity in the Pavilion
- O2 Parish Online discount & renewal
- O3 Correspondence: re trees on side of Twitten
- O4 Notice from Police Inspector about intention to attend AGMs
- O5 Newlands parking letter

**0050. Exchange of Information**

Balcombe Gardener's association has requested BPC to sign a letter of acknowledgement as a village association.

There being no further business the Chairman closed the meeting at 10.10 pm.

**THE NEXT REGULAR PARISH COUNCIL MEETING WILL BE ON WEDNESDAY  
25 MARCH 2020 AT 8.00 PM IN BRAMBLE HALL**

Signed..... **Date: 25 March 2020**