

**MINUTES OF THE MEETING OF BALCOMBE PARISH COUNCIL (BPC) HELD IN BRAMBLE HALL
ON WEDNESDAY 09th February 2022 AT 8.00 PM**

Present: BPC Cllrs, Jon Millbanks (Chair), Alison Stevenson (AS), Helen Caudrey (HC), Massi Smith (MS), Simon Greenwood (SG), Nicky Gould (NG), Lyndon Hoare (LH), Manouchehr Nahvi (MN). MSDC Councillor Jenny Edwards.

00443. Declarations of personal or pecuniary interest

Cllr MS declared a personal interest in item 6. in planning application DM/21/2719, and the Shanly/Rectory Development if discussed, and item 13 School grant application.

Cllr JM declared a personal interest in item 6. in planning application DM/22/0231, and item 13. School grant application.

Cllr SG declared a personal interest in item 18. Center Parcs development.

Cllr As declared a personal interest in item 6. Planning application DM/21/2981.

00444. Apologies for absence

Cllrs: Lloyd Thompsett (LT) – Travelling, and Cllr Sue Taylor (ST) - Illness.

00445. To Approve the Minutes of the Meeting held on the 12th January 2022

The Minutes of the Meeting (with changes) held on 12th January 2022 were agreed as a true record.

00446. Public Participation

Two public participants; attending to obtain information on the progress of the Chalybeate boardwalk by the stream (Footpath 26Ba). Cllr SG provided information regarding the fact that more wooden boards have been placed on top of the existing boards which were in disrepair. This has resulted in a dam effect. Balcombe Estate have been clearing the area in order to keep vegetation to a manageable level. The second public participant introduced himself with interest in the Co-option of the new Councillor position.

Cllr Jenny Edwards (JE) provided a brief update of some of the key areas in which she had been involved in including the 'draft District Plan review'. Cllr JE stated that the Scrutiny Committee for Housing, Planning & Economic Growth, at its meeting on 19th January, agreed to pause consideration of the draft District Plan review. The Secretary of State, Michael Gove, will be written to in order for our housing targets to be reset to a level more consistent with our environmental and infrastructure constraints. Other updates included parking regulations and boundary changes. Cllr SG stated that although Balcombe will remain in its current boundary other local Parishes are affected by the changes.

00447. Matters currently being pursued, report from the Clerk

- Street light repairs/replacement update – on going communications with contractors Enerveo, and UKPN contacted on next steps to proceed. Awaiting further lights to be inspected by contractors, and faulty West Sussex County Council lights to be reported.

- Bramble Hall now has internet and a phone line installed. This will benefit existing and potential hirers.
- Graffiti on the recreation ground – between the Parish Clerk and Mid Sussex's team from East Grinstead the graffiti has been removed from the recreation ground.

00448. Planning approvals:

NUMBER	Site/ADDRESS	Proposal	Decision/ Decision Date
DM/21/4108	Elmers, Deanland Road	Description: Loft conversion with rear dormer and two front facing roof lights.	Permission granted 24 th Jan 2022
DM/21/4131	2 London Road	Description: Detached timber double garage.	Permission granted 18 th Jan 2022
DM/21/3913	School, London Road	Description: Two storey extension to the north of the property and single story side extension to the south of the property.	Refusal 17 th Jan 2022

00449. Planning – applications considered

NUMBER	Site/ADDRESS	Proposal
DM/21/2981	Daleham, Deanland Road	Existing garage demolished and replaced with a double garage with provision for a bathroom in the roof, conversion of attic to provide a bathroom with a dormer window to the rear, construction of a single storey addition to rear to provide a gym and a garden room, existing conservatory demolished and replaced with a larger flat roof structure. (Amended Plans received 17.01.2022)
Balcombe Parish Council feel that the revised plans are an improvement, and the applicant has listened and taken on board previous comments. No objections.		
DM/22/0144	Roughwood, Brantridge Forest, High Street	First floor extension over existing single storey, proposed rear and side two storey extension.
Balcombe Parish Council have no objections or concerns.		
DM/22/0187	Abercorn, Stockcroft Road	Pollard Tilia Lime back to previous points
Balcombe Parish Council have no objections		
DM/22/0231	5 Foxwells	Garage Conversion, generator room conversion. Front pitched roof replacing existing flat roof. Front bay window replacing existing window
Cllr. JM left the room. Balcombe Parish Council have no objections		
DM/22/0194	New England Farm, Redbridge Lane	Continued use of former barn as 2 x dwellinghouses. Lawful Development Certificate -Existing
Balcombe Parish Council have no comment – Lawful Development Certificate application.		

DM/21/2719	12 Bramble Mead	Loft conversion including the construction of two rear dormer windows and removal of two chimneys (Revised plans received 28.01.2022. Revised description agreed 31.01.2022)
Balcombe Parish Council have no objections or concerns with this application.		

00450. To consider Planning applications received after publication of Agenda

None received.

00451. Financial

- a) January's Cash Book Receipts & Payments were circulated and noted.
Large expenses included: Repairs to street lights £575 and another £1003 confirmed for additional repairs/inspection of street lights.

00452. Finalise budget/precept Financial Year 2022/23.

The Councillors agreed the initial figures to base the spending allocations on for the next Financial Year.

00453. To discuss the proposal for an alternative councillor document management system to replace ZOHO.

Cllr JM put forward the viable options with the Cllr preference overall to use Microsoft package, which would incorporate MS Teams to replace Zoom meetings. A majority vote was received to trial Microsoft. Cllr JM and the Parish Clerk to set up, and advise the Parish councillors.

00454. To agree quotation and proposed works on the Pavilion – to replace guttering and repair/restore soffits and fascia boards.

The Councillors felt that the quotation was fair and consented to booking contractor to carry out the repairs in April 2022. Volunteers will be asked to come forward to help with the remaining repairs to the pavilion including redecoration inside and out.

00455. To agree the installation of Smart thermostats, and wireless controlled heating in Bramble Hall.

Quotations to be obtained but the Councillors felt this would be a sensible idea and the cost to install reasonable.

00456. To review grant applications from:

- a. Balcombe C of E Primary School – Cllrs: JM & MS left the room. After consideration from the Cllrs it was confirmed that the amount granted would be £4185 towards online learning subscriptions.
- b. The Victory Hall – The amount granted was £4500 towards a number of projects including better disabled access within the building.

00457. To propose the Co-option of a new councillor, as the date for calling an election has expired.

Co-option agreed and the proposed date to vote in a new councillor will be at the April meeting

00458. To review, and make changes to Reports from Groups

It was decided that additional time, and recommendations be considered regarding changes to working groups. Potential for the new councillor to be involved in decisions after co-option.

00459. To receive an update from: "Recreation, play, youth, halls," Neighbourhood Plan and infrastructure spending, Traffic, Outside Groups, Environment and well-being, Admin and Assurance.

Recreation, play, youth, halls

Stuart Brown at MSDC has been contacted regarding upgrade of the play area, and BPC are still awaiting a response. Cllr HC to contact him again. Cllr HC has updated/produced information on Bramble Hall and the Pavilion in order to be displayed, and be placed on the Parish Council website. Cllr HC offered to compose an email to MSDC Cllrs Jenny Edwards and Gary Marsh in order to try to progress the proposed skatepark. A list of contacts was also put forward as an idea to support hirers.

Neighbourhood Plan (NP) and Infrastructure spending

- Cllr NG reiterated that the revised planning application from Shanly homes/ Rectory development still only shows a single entrance. MSDC will be asked for advice/feedback from a planning officer if an amendment could be approved to agree another entrance. The Parish Council have confirmation from West Sussex in order to purchase the strip of land to facilitate the second entrance for the sole purpose of the village car park. Rydon Homes are to complete the footpath at the Barnfield development. The responsibility is permissive.

Traffic

- No further updates. Proposal to produce an update on the village centre scheme and combine with the annual report.

Outside Groups - No updates

Environment and well-being

- Mill steps, and Mineral Spring – Extension on closure notices as ongoing/proposed repairs take place.

Admin and Assurance

- Budget/precept for Financial year 22/23, agreed.

00460. The enhancement of the Centre of the village project:

- Awaiting quotes for the village gateways & installation to move forward.

00461. Center Parcs proposed development, in Sussex.

Cllr SG left the room. No updates – Cllr As agreed to draft a letter and share with the wider council. CPRE asked BPC to support their objection and AS provided a summary to Cllr Edwards.

00462. The Queen's Platinum Jubilee celebrations in Balcombe

Rob and Carolyn McIntyre have proposed to take the lead on the planning of the proposed Picnic in the Park (on the Recreation ground). MSDC have allocated money to help communities commemorate the event. BPC to apply for a grant from MSDC to obtain funds towards the event. Anyone who would like to volunteer in a capacity will be asked to contact the Parish Clerk. The Parish Clerk to produce & display posters, and communicate the event to residents using Facebook.

00463. Correspondence

A number of pieces of information were shared prior to the meeting.

00464. Exchange of Information

To welcome applicants for the Parish Councillor vacancy and invite to the March meeting o introduce themselves.

There being no further business the Chairman closed the meeting at 22:25.

**THE NEXT REGULAR MEETING OF THE COUNCIL WILL BE Wednesday 16th March
in Bramble Hall at 8pm**