

**MINUTES OF BALCOMBE PARISH COUNCIL (BPC) HELD IN BRAMBLE HALL
ON WEDNESDAY 15TH June 2022 AT 8.00 PM**

Present: Alison Stevenson (AS), Nicky Gould (NG), Simon Greenwood (SG), Lyndon Hoare (LH), Manouchehr Nahvi (MN), Helen Caudrey (HC), Massi Smith (MS) and Sue Taylor (ST).

00523. Election of Chairman by Councillors and to receive the Chairmans's Declaration of Acceptance of Office

Councillor Alison Stevenson put herself forward for the Chairman position and this was seconded by Cllrs SG, ST & LH. Declaration of acceptance of Office signed.

00524. Election of an acting chairman for the meeting 15th June 2022

In the absence of the Vice Chairman Cllr Simon Greenwood offered to Chair the meeting – this was unanimously agreed by all councillors present.

00525. Declarations of personal or pecuniary interest

Cllr MS declared a pecuniary interest in the Rectory Development

00526. Apologies for absence

Apologies received from Cllr Lloyd Thompsett (LT) – Travelling and Joel Whybrow (JW) – Examinations period.

00527. To approve the Minutes of the Meeting held on 25th May 2022

The Minutes of the Meeting held were agreed as a true record.

00528. Public Participation

No members of the public present

00529. Matters currently being pursued, report from the Clerk

- Mid Sussex have been notified of the Councillor Vacancy and the 'Notice of Vacancy in the Office of Councillor at Balcombe Parish Council' has begun and will expire at 5pm on 27th June 2022. Mid Sussex will inform the Clerk soon after whether an election has been called or whether BPC are free to co-opt.

00530. Planning approvals:

Number	Site/address	Proposal	Comments
DM/22/0508 DM/22/0507	Casteye Barn, Haywards Heath Road	Installation of new window openings; replacement of existing windows; partial conversion of existing garage; in-fill extension to unite the current house and garage. Description amended to include proposed flue to south-western roof slope of the main barn and amended elevations received 11.03.2022, correctly labelled.	Permission granted 6 th June 2022
DM/22/1009	Netheroak, Stockcroft Road	Resubmission of proposed new two storey rear extension to allow	Permission granted 27 th May 2022

		completion as per approved planning permission REF. 12/03347/FUL	
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00531. Planning – applications considered

NUMBER	Site/ADDRESS	Proposal
DM/22/1593	Nelsons Cottage, Redbridge Lane	Single story rear extension.
Balcombe Parish Council do not object to the application		

00532. To consider planning applications received after publication of Agenda.

2 London Road DM/22/1812 – it was agreed to discuss at the next meeting on 13th July 22.

00533. Reports from Groups

Recreation, Play, Youth and Halls

Cllr HC provided an update and said that she has chased Stuart Brown from Mid Sussex District Council via email for an update regarding progress with the playground? Cllrs MS spoke about the Balcombe Parish Council website, and suggested trialling Google Analytics at a cost of £20 to try to draw attention to the Hire of Bramble Hall and Pavilion.

Neighbourhood Plan

The deadline for approval of the S106 document between MSDC for Shanly Homes/The Rectory Site has expired (24/5/22); and in addition, there has not been any further update with regards to the village car park.

Cllr As offered to provide an update to the Councillors at the next meeting about the Areas of outstanding natural beauty (AONBs) in relation to the Center Parcs development.

Planning and New Development

No further updates.

Transport

A meeting took place last week with the members of the transport working group. Contractor Enerveo are to produce a lighting plan for the Zebra Crossing for the Centre of the Village. A meeting is to be arranged with Richard Speller from West Sussex County Council (WSCC) to discuss a way forward regarding the road surfacing for the centre of the village.

Energy

Cllr Sue Taylor provided an update regarding the work she has been doing to obtain the correct Alexon codes in order to ensure Balcombe Parish Council is being charged correctly for the Street Light usage based on the type of bulb. Communication continues between Enerveo, UK Power Networks and Southern Electric. Enerveo have been asked to provide a quotation for the London Road with intention to replace all non LED bulbs with LEDs.

Admin and Assurance

Charlotte to look into possible external IT support for councillors using Microsoft 365

00534. The enhancement of the village centre project: To approve the expenditure of £1295.51 plus VAT for the P3 design of a lighting column for the Zebra crossing on the Haywards Heath Road.

Resolved to approve.

00535. To Review Terms of Reference of membership of the working groups

Cllr NG had agreed Terms of Reference for the Transport working group but Cllr AS suggested an extension until September's meeting to give time for all groups to review membership and terms of reference.

00536. Financial

June's Cash book Receipts and Payments.

Payments cashed included: Balcombe Primary School grant £4184.80, Integra insurance (Bramble Hall) £708.79, Victoria Cripps (internal Audit) £400, Parochial Church Council – Friends of Ukraine grant £1000, Pitch Hire (MSDC) £1444.20.

00537. To consider yearly fixed amount grant to the Victory Hall.

Balcombe Parish Council's intention is to continue to grant the Victory Hall an amount at the current level of £4500. The guidelines state that the grant must be used for a specified project.

00538. Balcombe Village Fete, Saturday 16th July – confirm who will be there, what are we presenting/showing and rota.

It was suggested to try to coordinate the placement of the stalls to include BPC, the Police, and Neighbourhood watch. Cllr NG put forward the need to promote Speedwatch in order to try and sign up residents to the scheme. Rota to be shared and organised.

00539. To confirm if additional insurance cover is required to cover the Fete, and if so to approve costing.

It was agreed to take out additional insurance to cover the Fete, and the additional payment of approx. £140 was agreed.

00540. Center Parcs update.

Cllr AS provided an update and said that a Protect Oldhouse Warren (POW) meeting took place on 6/06/2022. No formal application as of yet. Proposal of Surveys of flora and fauna – by ecologists. There are traffic and infrastructure concerns regarding the location of the site and size (553 acres)

00541. Correspondence.

Cllrs SG, AS offered to look through the published DPD site allocations inspectors report and feed back to councillors at the next meeting.

Suggestion to promote the Speedwatch scheme in the parish Magazine.

MSDC Applauds – nominate a Balcombe resident; doesn't have to be a Parish Councillor.

00542. Exchange of Information.

There being no further business the Chairman closed the meeting at 22:02

THE NEXT PARISH COUNCIL MEETING WILL BE ON WEDNESDAY 13th July 2022 AT 8.00 PM.