

## Rusper Parish Council



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Minutes of the combined Planning and Parish Council Meeting on Tuesday 28<sup>th</sup> November 2023 at 6.30pm. This meeting was held at Rusper Village Hall.

**Present:** M Cooke (Chair), Cllrs G Hussey (Vice Chair), M Fenton, G Sallows, M Fillmore, G Fleming, F Maitland-Smith, R Gatt, G Fleming, Cllr S White. WSCC K Nagle, District Councillor Tony Hogben.

**Absent:** District Councillor Liz Kitchen, Cllrs Gill Fleming, Gary Adams, Geoff Hussey.

There were 3 members of the public.

*Meeting commenced 1830hrs*

1. **Apologies**

Apologies were received in advance of the meeting from Cllrs Gary Adams, Geoff Hussey and District Councillor Liz Kitchen.

2. **Declaration of Interests**

Members were reminded to make any declarations of a personal and/or pecuniary interest that they may have in relation to items on the agenda.  
No declarations were made.

3. **Climate Crisis**

The Council **acknowledged** that there is currently a climate crisis, and to ensure that all decisions made within meeting have consideration to this.

4. **Minutes of previous meeting**

**It was RESOLVED** to approve the Minutes of the previous combined Council meeting held on 31<sup>st</sup> October 2023. The Chair signed the minutes.

5. **Open Forum**

- i) Fenella Maitland-Smith, Chair Save West of Ifield group reminded members of the public that there is an event on Tuesday 5<sup>th</sup> Plough in Rusper at 9pm. There will also be a Protest rally outside Parkside to coincide with the Cabinet and Council meeting on 11<sup>th</sup> December from 4.30pm when the new Local Plan would be discussed.
- ii) A presentation was given by Proseed regarding land at Six Acre View, Rusper. An electronic version of the slides were distributed to Councillors after the meeting. Noted that the Council asked for a site visit, and this was agreed to be organised with the Clerk.

6. **Reports from other Authorities**

6.1 County Councillor Katie Nagle - the white H line had not been painted yet outside Rusper Stores this is to be followed up after the meeting. Reported that a resident in Ifield has a fence outside the boundary and has now been asked to move it back. Noted 3 road closures in the area had occurred without warning to residents, it was considered that the works may have been by Southern Water. It was **agreed** that the Chair would follow up road closure and diversion routes with the County Councillor as the diversion in place had sent drivers to a route that had its own restrictions in place. It was reported that drainage around the Mount is still causing flooding and that a CCTV survey was carried out showing a blocked, the drain is WSCC responsibility, this is to be followed up after the meeting.

6.2 District Councillor Tony Hogben – The Local Plan goes forward to Council on 11<sup>th</sup> December 2023 and the Land West of Ifield highly likely to be included within the plan. Horsham Council have reviewed parking charges, and they are increasing next Financial Year. Council tax is going up by 2%, current relief will remain in place. Bin emptying is going up by £5 and Car parking season tickets are also going up. The Capitol Theatre has a refurbishment budget set aside of £11M, noted this allocation was £2.5M under the previous administration. HDC has a plan to become a Carbon neutral Council. A question was asked about food recycling – noted that food recycling is not mandated yet by Government and the Councils are not geared up for it yet. It is planned for 2025/26 but the costs to implement this is £1.5M so it has been pushed back.

Cllr Fenella Maitland-Smith commended the Councils fly tipping service as the service is faultless in its efforts to clear fly tipping issues extremely quickly. The Council are keen for this service not to be lost as it is used regularly.

**Action** Clerk to issue a letter of support for this service and encourages it to remain agreed.

It was noted that WSCC were increasing their Precept for the next Financial Year.

**Action** Clerk to ask County Councillor Katie Nagel to provide the Council with an update.

7. **Active Planning Applications**

*Cllr G Sallows Chair of Planning chaired this section of the meeting.*

7.1 It was **proposed** that for all objections to planning applications, at the end of an objection submission, a paragraph should be added that says:

*“In the event that the officers are minded to propose the acceptance of this application, Rusper Parish Council would ask for it to go to full committee and that the Parish Council is allowed to speak to their objections at the meeting.”* All were in favour.

It was **RESOLVED** to use this phrase as part of all planning responses.

**DC/23/2047 Midwinter Farm, Orltons Lane, Rusper**

Application to confirm the building works for the erection of a detached building substantially completed more than four years before the date of this application.

It was **RESOLVED** no objection providing restriction put for equestrian and agricultural only. *Clerk not to include previously adopted statement on this response.*

**DC/23/2001 Woodgate Cottages, Ifield, West Sussex**

Demolition of existing outrigger. Erection of a single storey side and rear extensions.

It was **RESOLVED** no objection to this application.

**DISC/23/0248 Chowles Barn, East Street, Rusper**

Approval of details reserved by Condition 3.

It was **RESOLVED** to comment that it is down to the planning department ensure these Conditions are met.

8. **Agree responses to planning applications received since publication of the agenda.**

Nothing to report.

9. **Enforcements**

Noted the report submitted by Cllr Fillmore.

Simon's Field – noted there was a response from Enforcement and it was confirmed that the site cannot be used outside of the hours by any person, which was a Condition that was laid down in their planning permission.

10. **Reports from Representatives**

**Cllr G Fleming** – reported that the book swap phone box in Lambs Green had several books that were now damp and mouldy. It was **agreed** that these books could be disposed of.

**Cllr R Gatt** – reported that the Village Hall AGM was attended by several members of the public. The roof refurbishment is still in progress and there are plans to refurbish the toilets (also to provide a disabled toilet) and to upgrade the heating system. Noted there is money available within the Courage Dyers trust if the Village Hall wanted to increase their grant application. There are plans to improve the entrance doors and to install some type of projection system in the proposed refurbished snooker room.

11. **Standards Code of Conduct meeting**

The Council noted the training set on 30<sup>th</sup> November via zoom. Details of this session have been passed to the Councillors with the Agenda pack.

12. **Local Plan Response**

12.1 The Council noted the draft letter sent in advance of the meeting. It was **agreed** that the draft letter should include sites outside of the Ifield site and if there are other Strategic sites that infringe Rusper Parish they should also be included within the letter. The Council **agreed** to the draft version of a response to HDC recommended to Council by the NPSG.

12.2 It was **agreed** that Cllrs Cooke, Sallows and Maitland-Smith would edit the letter once the draft Local Plan is release and this version will be sent to HDC by 11<sup>th</sup> December 2023 and copied to Councillors via email this was **proposed** and a vote was taken, all were in favour. It was **resolved** to issue the letter in between meetings emailing Councillors before it is sent for their comments. The Council extend their thanks to input provided by Rob Etherington.

13. **RUSPER SPORTS CLUB MANAGEMENT**

13.1 It was **agreed** a sub lease/formal agreement is required for the Sports Club so that the Council can better understand the financial implications to the Council.

13.2 It was **noted** that the Sports Club can pay some money toward the increased rent on an annual basis. Noted that the maintenance of the Club costs around £1000. It was agreed that each March or April a meeting with a representative and the Council to agree how much the Sports Club could pay would be arranged and this item is to be included with a sub lease/formal agreement. It was suggested that 50% of the rent could be cross charged. The Council noted the issues raised and carried the proposed sub lease/formal agreement to the next meeting. Noted membership is £40 for families within Rusper outside of Rusper the membership is 20% higher. Noted that the Courts need redevelopment and the access to the Pavilion needs to be addressed to allow for more interest. **Action** Cllr M Fillmore to produce a draft formal agreement to be raised at the next meeting.

13.3 CIL monies on behalf of Rusper Sports Club. It was **proposed** that the Council will apply for the CIL monies on behalf of the Sports Club. It was **resolved** that the Clerk will work with Cllr G Sallows to apply for the CIL monies. The Council considered 3 quotations from Martin Gurr, Prestige Tennis Courts Ltd and Trevor May Contractors Ltd details of which were sent to the Council in advance of the meeting. It was **proposed** to offer the work to Martin Gurr Tennis Courts after consideration of the merits of all 3 quotations. A vote was taken, and all were in favour. It was **resolved** to apply for CIL monies on behalf of Rusper Sports Club and to appoint Martin Gurr Tennis Courts as the preferred supplier. Clerk is to issue the Procurement documentation and scope of works to Cllr Simon White for ratification to satisfy the Council's procurement procedure. It was **agreed** that in line with the Procurement process the project management of this project is to be conducted by Cllr George Sallows and the Rusper Sports Club appointed tennis coach.

14. **CAGNE**

A report was sent in advance of the meeting Cllr Fillmore.

15. **NPSG**

15.1 An update on the progress the group were making was given by Cllr Maitland-Smith. Noted that due to the Local Plan it is likely that the group will meet along side the Council Planning meeting but this is to be discussed further at the next meeting.

15.2 The Clerk is to apply for further grant funding from Locality and has made initial enquiries.

15.3 Noted that the Landscape Consultant has been contacted and will submit the final draft of the report for the January meeting.

16. **WSCC Highways**

Following the meeting on 9<sup>th</sup> October 2023 a Speed report was submitted to Council in advance of the meeting. The report with speed limit and speed check is to be completed in the coming days. This item is to appear on each agenda as it is ongoing.

17. **White H Line application – adjacent to Rusper Stores**

This item is to be carried to the next meeting as the line has not been painted as planned on 22<sup>nd</sup> November 2023.

18. **Emergency Planning**

Report is currently being edited by the Clerk for detail with Cllr Cooke and Hussey. Carried.

19. **Financial**

21.1 It was **RESOLVED** to approve the financial report, this was signed by the Chair. The reconciliation report was checked and signed by Cllr M Fillmore.

20. **Schedule of payments**

It was **RESOLVED** to approve the schedule of payments.

It was **proposed** to grant Rusper Chronical £150 and this was unanimously agreed. Clerk to issue payment in the December meeting.

21. **Budget**

Cllr Malcolm Fillmore gave the Council an overview of the current draft Budget. It was **agreed** that a revised version of the Budget to be distributed to the Council at the next meeting.

22. **Next combined Parish Council and Planning meeting is on 19<sup>th</sup> December 2023.**

*Meeting ends 2048hrs*

**Part II Confidential**

*EXCLUSION OF PRESS AND PUBLIC In accordance with the Public Bodies (Admission to Meetings) Act 1960, the Council have the right to exclude the public and press from a meeting in respect of confidential or sensitive information which is prejudicial to the public interest and may pass a resolution, without notice, to do so.*

**Staffing Matters**

23. 23.1 It was **proposed** to agree the Clerk's rate increase in line with the Local Government Services Pay Agreement, all were in favour. It was resolved to award the Clerk the pay increase back dated to April in the December payroll. Action Clerk to inform payroll along with the advice from WSALC.
- 23.2 It was **agreed** the Clerk's enrolment into the CiLCA Certification Course at a cost of £500.

*2058 hrs*

Signed.....

Dated.....