



Rusper Parish Council
c/o Rusper Village Stores
East Street
Rusper, RH12 4PX
Tel: 07380 468256
clerk@rusper-pc.gov.uk
www.rusper-pc.gov.uk

Minutes of the Parish Council Meeting on Tuesday 24th June 2025 at 7.00pm. This meeting was held at Rusper Village Hall.

Present: Cllrs M Cooke (Chair), G Hussey (Vice Chair), G Sallows, R Gatt, F Maitland-Smith, G Fleming, M Fillmore, M Fenton.

Apologies: Cllr D Matthews, Cllr S White.

Also present: District Councillor Tony Hogben and there were 2 members of the public for part of the meeting.

Meeting commenced 1900hrs

47-25/26 **Apologies**

To **resolve** to accept apologies from Cllr D Matthews, Cllr Simon White.

48-25/26 **Declaration of Interests**

To **receive** declarations of interest in respect of items on the agenda.

49-25/26 **Climate Crisis**

To **acknowledge** that there is currently a climate crisis, and to ensure that all decisions made within the meeting have consideration to this.

50-25/26 **Minutes of previous meetings**

It was **resolved** to **approve** the minutes of the previous Council meeting 27th May 2025. ([Document 1](#))

51-25/26 **Open Forum**

During the meeting and at the Chairman's discretion, members of the public will be allowed to ask questions of and make statements to the Council for a maximum time of 15 minutes. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council or Committee meeting. Members of the public are asked to restrict their comments/ questions to three minutes.

No comments were made.

52-25/26 **Reports from other Authorities**

To **receive** verbal reports from District and County Councillors.

District Councillor Tony Hogben

WSSC Trafalgar had a by-election and this was won by Louise Potter Lib Dem.

Highwood Community Centre in Horsham has had investment allocated to it, infrastructure in Billingshurst is being upgraded and has achieved a budget to do this £1M S106 topped up with circa £1M HDC's own funds; £5M has been agreed to buy property for housing which will hopefully bring rents in line to match benefit system allowances. HDC has spent £10M in the last 2 years on housing. HDC have purchased 7 new refuse vehicles, but they are not electric vehicles due to their range - the cost was 50% more to purchase all electric vehicles. The new vehicles are run on bio diesel.

Devolution – noted Martin Boffey came to the APM; or the options discussed option 2, the East West split seems the most favourable for Devolution. WSSC however are keener on one unitary council for Sussex.

Each council in the district can submit one plan each. Tim Norton, Helena Dollimore MP for Hastings, Katie Bourne, Paul Marshall have all put their name in the hat to become Mayor.

HDC Councillors who are members of the Planning Committee have been advised not to attend Saved West of Ifield walks.

Rusper parish councillors objected to this as it would give the planning committee members an unbalanced view of any future plans for the land west of Ifield within the Parish of Rusper. Noted that parish council commented that the HDC committee had attended the Homes England open day but are not attending walk with residents so cannot consider both sides. It was put to the parish council if they should follow this up as it is seen as not a balanced opinion.

Noted that the parish council requested that this item to be raised at the next Planning Committee meeting for consideration.

WSCC are encouraging HDC to remove cobbles in the High Street.

53-25/26 **Planning**

a) It was **noted** that the council will have an informal working party meeting on 29th July 2025 at 6pm Rusper Village Hall (prior to the main meeting) with Stonebond re: Millfields to receive an update on their development re: DC/24/0699.

b) **DC/21/1427 Land North of Horsham - Rm Area 7 Horsham Application for approval of reserved matters – addendum LPA reference**

Application for approval of Reserved Matters pursuant to Condition 5 of Outline Planning Permission reference DC/16/1677 for RM Area 7 comprising 221 (Class C3) residential units, car and cycle parking, new landscaping, drainage, access and internal roads, and associated infrastructure. Relating to access, appearance, landscaping, layout and scale (amended design, tenure and layout).

Development Manager at the Mowbray scheme spoke about the new water neutrality calculations which are in line with the planning application proposal. The council considered if that met their requirement to have water neutrality and whether this application is to be determined by the planning committee.

The council discuss water usage and how it can be monitored to meet this target and how that will impact future planning applications. In addition to this the question of arose regarding the amount of people per house and how this calculation was included in this assumption.

It was RESOLVED that if the officers are not minded to agree a condition that this development must monitor this section of the site and water usage, then Rusper Parish Council confirm that they still want this application to be determined by the planning committee. The calculation will enable the council to know for future planning applications whether the water usage restrictions are working or not.

If the officers take the view that they are not prepared to do this, then the committee should consider to agree to approach the water supplier to understand what their policy is for new developments and to make that data available and the timescale of that policy.

c) **DC/24/1835 Land To The Rear of The Rectory High Street Rusper West Sussex**

Erection of 9no. new build dwellings including the formation of a new vehicle access and associated landscaping works.

It was RESOLVED the previous objections all still stand and refer to the arboricultural report and with movement of the entry it increases concerns about the trees on the site in general. The council agreed to note that council supports DM Stalland Griffin House representation dated 13th May 2025 and the Heritage Statement representation dated 7th February 2025.

54-25/26 **Rusper Sports Club**

It was noted that the council had received a draft Underlease from Surrey Hills, it was agreed Cllr Malcolm Fillmore will review the document and raise it again at the next meeting. Carry to the next meeting.

55-25/26 **Gatwick**

It was **resolved** to note the Gatwick report. ([On website](#))

56-25/26 **Roads, Footpaths and Open Spaces Committee**

It was reported that the first meeting of this new committee was held on 17th June 2025, and the Chair of Open Spaces Committee introduced its aims and ways of working. The group will focus on managing risks and internal controls related to parish assets.

The committee that the playground is a high priority project, and an informal working party met to go through Procurement procedures and discuss next steps. The next committee meeting ideally will discuss and reach a preliminary conclusion on the main options for scope of the replacement equipment. The committee should also aim to firmly recommend with the details of an online survey for residents to include questions on any equipment required for special needs. Then the committee will move to making recommendations to Council on Procurement.

The committee will also review Council policies on the playground, beacon and streetlights.

The committee also discussed possible locations for Liz Kitchen's memorial bench.

At its next meeting the committee will discuss fingerposts with a view to making a firm recommendation to council for their maintenance.

It was **resolved** to approve the recommendation from the Roads, Footpaths and Open Spaces Committee as follows:

- a) the cost to install the Parish Gates in Rusper Road (Ifield end) with Kenward and to agree for the Clerk to action the installation. ([Document 2](#))
- b) the cost for moving the socket at the same time (see document 2) as parish gate installation and to consider the maintenance costs for SID including download of data Wilbar Associates.

57-25/26 **New .gov.uk Website with new Email addresses and login details**

Clerk to showed council the capabilities of the new website and to update council on arrangements for transfer to .gov.uk email addresses. The Clerk reminded council that they can contact Hugo Fox with their questions directly.

58-25/26 **Sussex Police & Crime Commissioner Katy Bourne's [survey](#)**

It was **agreed** to that councillors will respond individually.

59-25/26 **Rusper Stores**

- a) It was **noted** a shop committee member will attend the next council meeting
- b) It was agreed to purchase a new waste/recycle bin to replace the current waste only bin outside the shop. It was resolved that the Clerk will purchase the bin up to the value of £600 to match the current bin following contact with HDC to confirm that there is no extra cost to empty to the parish council.

60-25/26 **Village Hall**

It was noted that work has started on the hub, and the work to extend the front of the village hall has gone out to tender and that hopefully the work will commence in July. The Clerk to contact the Village Hall to discuss timing of the grant award payment for the solar panels.

61-25/26 **Reports from Representatives**

Councillors to give feedback from any representations they made on behalf of the council in between meetings.

- i. Cllr R Gatt – HALC meeting talked about devolution and that the NP does not need to be updated, Mid Sussex Local Plan, Community Asset Transfer with devolution and the list with assets will be sent out. It is intended that there will only be one Planning Committee and will only have 8 to 11 councillors on planning committees with no possibility of anyone speaking against the planning applications.
- ii. Cllr M Fillmore – sent around the latest enforcement applications. Add Woodland Creation email funding for trees Open Spaces Agenda. Gatwick CE is leaving and Pier Schmitt will take over the role.
- iii. Cllr G Sallows – Tree inventory needs to be updated in line with the tree works to ensure they are included. Noted Chair is working on this via the Open Spaces Committee.
- iv. Cllr G Fleming – phone box will need some ground maintenance and Cllr M Fenton agreed to help.
- v. Cllr M Fenton – noted the bus shelters will be maintained over the summer break. It was agreed Cllr M Fenton will introduce herself to the Gardeners Green, Cooks Meadows residents as there was concern over some recent tree felling in the area. Clerk to email 2 new councillor co-option forms.
- vi. Cllr Maitland-Smith – update from HDC’s Neighbourhood Plan Workshop attached to the minutes. Noted that HDC’s draft Local Plan has very limited weight now in planning decisions. The 2015 HDPF is the development plan, with Made neighbourhood plans, and is used in planning decision making. A new Facilitation Appropriate Development advice note is being drafted and will become part of the development plan, and will be available in the Autumn. Changes to the NPPF in December 2024, particularly to the standard method for calculating housing targets, mean that HDC’s new target is 1,338 new houses per year, plus a 20% buffer bringing it to a 1,600 per year. Because the existing draft Local Plan had a housing allocation of only 777 per year, this cannot be brought back on line. Plus it’s likely that water neutrality requirements will become lower. HDC is considering the methodology for the allocation of the housing targets across parishes, allocating the 1,600 new houses a year across parishes.
- vii. Cllr G Sallows – trees were mentioned as already minuted.
- viii. Cllr G Hussey – hand grips have been changed on the roundabout, fixed the rope section to the slide, noted fencing is down at the back of Ghyll Manor - Clerk to check who owns the fence there is also wood debris on the footpath at the back. It was **agreed** the Clerk action grass cut around all fingerposts.
- ix. Cllr M Cooke – Old Peoples Forum coming up, AiRS are coming to do an evening session when they launch the Hub.

62-25/26 **Financial**

- a) It was **resolved** to **approve** the reports as attached - Reconciliation, Budget and Unity Bank transactions for the month of May.
- b) It was **resolved** to **approve** the updated EMR – agreed as changed in earlier minutes.
- c) It was **resolved** to **accept** the updated Parish Action Plan. Refer Open Spaces Committee.
- d) It was **resolved** to **adopt** the Notice of Public Rights must be displayed/advertised on 5th June 2025.
- e) It was **resolved** to **note** that the Grants will be raised for payment.
 - Rusper Village Hall – Solar Panel grant application £5000 *refer to minute 59-25/26*.
 - Citizens Advice Bureau – £100
 - Air Ambulance – £400
- f) It was **agreed** the Clerk and RFO will claim Interim VAT return.

63-25/26 **Schedule of payments**

It was **resolved** to **approve** the payments as shown on the schedule. (to follow)

64-25/26 **Matters Arising**

TPOs to be added to the Roads, Footpaths and Open Spaces committee Agenda.

Next meeting is 29th July 2025 – Council will not meet in August.

Circulation: All Parish Councillors Members of the public should be aware that being present at a meeting of the Council or one of its Committees or sub-Committees will be deemed as a person having given consent to being recorded (photographed, film or audio recording) at the meeting by any person present.