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Minutes of the Ordinary Meeting on Tuesday 27th September 2022 at 7.30 pm. This meeting was held at Rusper Village Hall.

Present: Cllrs G. Hussey (Chairman), M. Cooke (Vice Chairman), V. Hanstad-Pilcher, F Maitland-Smith, R Gatt, M Fillmore, G Adams, M Davis (Clerk)

Absent: Cllrs G Fleming, G Sallows, V Saunders, K Nagel (WSCC), E Kitchen (HDC)

Prior to the meeting it was resolved to move the planning applications section to the end of the agenda and to take item 5 when Cllr Hogben (HDC) arrived.

The chair announced he was stepping down for a little while for personal reasons and the clerk announced she was leaving the post on the 7th Oct.

1. Apologies

Apologies were received from Cllrs G Fleming, G Sallows, V Saunders, K Nagel (WSCC), E Kitchen (HDC)

2. Declaration of interests

None.

3. Minutes of previous meeting

It was **RESOLVED** to approve the minutes and these were duly signed by the Chairman.

4. Open Forum

There were no members of the public present.

5. Reports from other Authorities

Moved to later in the agenda.

6. Climate Emergency

To **acknowledge** that there is currently a climate emergency, and to ensure that all decisions made within the meeting have consideration to this. To also acknowledge that this is a critical aspect of planning and should be considered in all applications. Issues with water neutrality to also be considered since this meeting also considered planning applications

7. Meeting dates for 2023 (document)

It was **Resolved** to approve the dates for 2022. This is attached as an appendix to these minutes

8. Active planning applications

Moved to the end of the agenda

9. Reports from representatives including correspondence, consultations, reports and meetings

Councillors reported as follows:

Cllr Adams: nothing to report

Cllr Hanstad-Pilcher :

- Notes that rural police representative will attend next council meeting on 25th Oct and PCSO will attend the council meeting on 29th Nov.
- There will be a meeting with the police and crime commissioner Weds 28th Sep
- Highways are due to come back on their road survey
- There was an incident in Lambs Green where a tractor with trailer rolled over and damaged a speed sign and caused some traffic to build up.

Cllr Cooke :

- Conducted a speed watch on 6th September situated outside the Plough pub. There were 119 cars recorded between 8.30 and 9.30 and a further 296 cars recorded between 16.30 and 17.30; three were caught speeding and reported to police.
- Will attend the old peoples forum next week

Cllr Maitland-Smith

- Will work with the clerk and Cllr Cooke to obtain the required documentation for volunteers, which is stored on the shared site.
- Will advertise for volunteers on behalf of the parish council

Cllr Filmore

- There is a Gatcom awayday next week
- Is considering joining GACC
- There are a lot of night flights and asks why are there so many.

Cllr Gatt: nothing to report

Cllr Hussey:

- Noted that the defibrillator has been refurbished and returned although the condition looks different and so will check the serial numbers.

10. Clerk's Report

To **receive** a verbal report from the Clerk on their various responsibilities and to **note** or **agree** actions on items of correspondence.

- **To note** documents received regarding winter management plan ([document 2](#)). To **read** the current winter plan 2021 for Rusper Parish Council with a view to updates ([document 3](#)).
 - **To agree** next steps for responding to West Sussex County Council by 3rd Oct
 - It was resolved to approve the updated winter plan and return to WSCC.
- **Note** feedback received on shared prosperity fund application [document 4](#)
 - This was **Noted**
- **Note** feedback received on traffic calming scheme [document 5](#)
 - It was felt that the response received does not answer the question about the traffic calming being part of the planning permission. It was **agreed** that Cllr Gatt would contact WSCC.

11. Financial

- To **approve** the report for August 2022 [document 6](#)

- This was **approved**
- To **approve** the costs for printing the remembrance service booklet [document 7](#)
 - This was **approved** up to a total cost of £150
- To **note** that the Annual Governance and Accountability Return has been audited and no findings were made [document 8](#)
 - The External Auditor Report and Certificate, as well as, the Notice of Completion have been posted on the Website and on the Parish Noticeboards of Rusper and Ifield on 6 Sep 2022.
 - This was **noted**

Cllr Hogben entered the room – 20.30 and Item 5 reports from other authorities was discussed

Cllr Hogben gave updates on:

- Water neutrality -Natural England want minimal use and consultations are ongoing with HDC. Likely to be brought to the council in February
- Homes England – They are due to have a meeting with the planning department HDC to discuss their future planning application.
- Roffey Place – This was the former Kingdom Faith Church and there is a planning application for a 50 bed hostel for the homeless.

Cllr Hogben left the room – 20.48

12. **Schedule of payments**

It was **RESOLVED** to approve the following payments;

Payee	Reason for payment	Amount due
Salaries	M6 Salary	159.95
HMRC	PAYE	158.15
<u>Countrymans</u>	Grounds maintenance	352.58
<u>Moore</u>	External Audit	360.00
<u>SLCC</u>	Annual Membership	198.00

8. Active Planning Applications

Due the period of national mourning the planning meeting could not go ahead as scheduled on the 20 September. In lieu of the planning meeting, Council was asked to **agree** responses to the following planning applications:

- DC/22/1438 Faygate House Wimlands Lane Faygate RH12 4SP
 - Application was withdrawn
- Disc/22/0258. Ivy Cottage Lambs Green, Rusper RH12 4RG
 - This is a discharge condition and the council **resolved** to comment as follows :
 - This is a discharge condition and the council defer to HDC as to whether this fulfils the condition
- DC/22/1506 7 Gardeners Green Rusper RH12 4QY.
 - The council **resolved** to give no comments and take a neutral position
- DC/22/1565 Glenvic Lodge Wimland Road Rusper RH12 4SS
 - The council **resolved** to Object to application and commented as follows:
 - There is no water statement and RPC agrees with the arboricultural report regarding the ancient woodland.
- DC/22/1561 Anglo European Stodbook Ltd Office New Barn Farmhouse Capel Road Rusper RH12 4PZ
 - The council **resolved** to give no comments and take a neutral position
- DC/22/1650 Chowles Barn, East Street, Rusper, RH12 4RH
 - The council **resolved** to give no comments and take a neutral position
- DISC/22/0242 Land south of the Mount Farm, The Mount, Ifield.
 - The council **resolved** to support as this forms part of the conditions
- Applications received since publication of the Agenda
 - DC/22/1695 Wayside Cottage High Street Rusper Horsham
 - The council **resolved** to object and commented as follows:
 - There is a mismatch between what the plans look like (a living area with a kitchen, bathroom, sofa) and what the plans state (a home office plus gym). There is a concern that this could become a separate dwelling.

Meeting closed at 21.20

M Davis

Clerk to Council
28 September 2022

Appendix

MEETING DATES 2023

		PLANNING COMMITTEE	COUNCIL
		MEETINGS START AT 7.30 PM	MEETINGS START AT 7.30 PM
TUESDAY	JANUARY	17	31
TUESDAY	FEBRUARY	21	28
TUESDAY	MARCH	21	28
TUESDAY	APRIL		25
THURSDAY	APRIL	20	
TUESDAY	MAY		16 AGM
TUESDAY	May	23	
TUESDAY	JUNE	20	27
TUESDAY	JULY	18	25
TUESDAY	AUGUST	15	29
TUESDAY	SEPTEMBER	19	26
TUESDAY	OCTOBER	17	31
TUESDAY	NOVEMBER	21	28
TUESDAY	DECEMBER	19	19



Please note that:-

- The August and December meetings will only go ahead if necessary.
- The Annual Parish Meeting is proposed to be held on Tuesday 18th April 2022
- This is an election year and the election will occur on 4th May 2023 so AGM must occur before 18th May. It is proposed to postpone the planning meeting from the 16th to 23rd May and have the AGM on the 16th.