

Rusper Parish Council



Lisa Wilcock
Clerk to Council
c/o Rusper Village Stores
East street
Rusper
RH12 4PX

07904 371520
clerk@rusper-pc.org.uk
www.rusper-pc.org.uk

Minutes of the combined Planning and Parish Council Meeting on Tuesday 31st October 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 Adams, G Fleming, District Councillor E Kitchen (HDC).

Absent: K Nagle WSCC, District Councillor Tony Hogben, Cllr S White.

There were 4 members of the public.

Meeting commenced 1831hrs

1. **Apologies**

Apologies were received in advance of the meeting from District Councillor Tony Hogben and County Councillor Katie Nagel, Cllr S White,

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**

To **acknowledge** 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 26th September 2023. The Chair signed the minutes.

5. **Open Forum**

Nothing to report.

6. **Reports from other Authorities**

District Councillor Liz Kitchen – there have been changes in the Planning Committee structure at HDC. There will be 2 Committees to look at different planning applications but this will be discussed further; plans have been put forward for the Drill Hall in Horsham. No further questions were asked.

7. *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.

7.2 The Glebe Development

The developer was unable to attend the arranged meeting but has submitted a draft proposal for the Council's review.

The Council made without prejudice comments as follows:

Page 21 – water neutrality statement. 85 ltrs per person per day is the restriction but there is no offset. Noted that this is in the emerging Local Plan.

The Council would prefer different types of housing such as 2 bedroom and co-ownership homes. The Council notes there are no affordable homes included within the draft.

The Council finds that the proximity to the Church is not acceptable.

The Council drew attention to the made Neighbourhood Plan which shows the Glebe site as rejected and noted that this was also rejected within the Horsham District Strategic SHLAA report. The Council agreed that this development should not go ahead on this basis.

Action Clerk to feedback to the developer with the comments.

7.3 Local Plan

The Council discussed the implications of the Local Plan being presented to HDC Cabinet and Council on 11 December and to **agree** any actions. Noted that the revised Horsham Local Plan is being presented to Horsham Cabinet and Full Council meeting on 11th December. Noted that the draft will be released one week before it is considered by Horsham Cabinet and Council. The Council agreed to nominate Councillors to write a response on behalf of the Parish Council before the LP is considered by Horsham Council. It was agreed that the NPSG would have input into the response. It was proposed to form a working party to produce a draft letter for approval at the next Council meeting.

It was resolved that Cllrs Maitland-Smith, Gatt, Sallows and Cooke will produce a letter to be sent via the Clerk.

Active Planning Applications

7.4 DC/23/1840 - Stumbleholme Farm Rusper Road Ifield West Sussex RH11 0LQ Prior Notification for Change of Use of Agricultural Building to 5no. dwellinghouses (C3 Use class). To note response agreed between meetings due to closing date for comment - details attached.

It was RESOLVED that the Parish Council strongly oppose the application and a response was issued in advance of the Council meeting due to the consultation period dates.

7.5 DC/23/1839 - Stumbleholme Farm Rusper Road Ifield West Sussex RH11 0LQ Prior Notification for Change of Use of 2No Agricultural Buildings to 5No dwellinghouses (C3 Use class). To note response agreed between meetings due to closing date for comment - details attached.

It was RESOLVED that the Parish Council strongly oppose the application and a response was issued in advance of the Council meeting due to the consultation period dates.

7.6 **DC/23/1806 - Hawksbourne Wood, Rusper Road, Rusper, Horsham West Sussex RH12 4QS**

Change of use of land and associated siting of 6 No. Eco Lodges for short-term tourist accommodation. To note response agreed between meetings due to closing date for comment - details attached.

It was RESOLVED that the Parish Council strongly oppose the application and a response was issued in advance of the Council meeting due to the consultation period dates.

7.7 DC/23/1789 - Kilnwood Vale Phase 4 Crawley Road Faygate West Sussex Reserved Matters approval sought for layout, appearance, scale and access, in accordance with DC/15/2813 for Phase 4 of the Kilnwood Vale development, comprising of 341 dwellings with associated landscaping, access and parking.

It was RESOLVED that the Parish Council have queries to this application. Water neutrality statement is not valid and does not show offsetting. Noted that there are no details for the access roads underneath the railway, noncompliance with the bus stops and access for vehicles was missing and scale and number of houses.

7.8 DC/23/1845 - Kilnwood Vale Phase 5 Kilnwood Vale Crawley Road Faygate West Sussex

Reserved Matters approval sought for layout, appearance, scale and access, in accordance with DC/15/2813 for Phase 5 of the Kilnwood Vale development, comprising of 381 dwellings with associated landscaping, access and parking.

It was RESOLVED that the Parish Council have queries to this application. Water neutrality statement is not valid and does not show offsetting. Noted that there are no details for the access roads underneath the railway, noncompliance with the bus stops and access for vehicles was missing, and scale and number of houses.

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

Nothing to report.

9. **Enforcements**

Noted the report submitted by Cllr Fillmore.

Noted that Simon's Field has a new Enforcement notice and also has been referred to Environmental Health from the point of view of the impact to residents. Noted that there are several enforcements where planning applications have been the action but

no planning applications have been received, targets have been exceeded on some enforcements. It was agreed that Cllr Fillmore will make enquiries about the enforcements that affect the Parish and feedback at the next meeting. Noted Madelaine Hart is the contact at HDC. **Action** Cllr Malcom Fillmore to draft a follow up report.

10. **Reports from Representatives**

Cllr George Sallows – Sports Club applying for S106 money, 3 quotes have been obtained for the Tennis court.

The Clerk reported the hedge opposite The Star public which is very old but overgrown which is causing pedestrians to use the grass verge instead. Noted that to cut the hedge back would kill the hedge. **Action** Clerk to raise this issue with County Councillor Katie Nagle.

Cllr Gary Adams – nothing to report.

Cllr Fenella Maitland-Smith – nothing to report.

Cllr Geoff Hussey – The issue of the overgrown hedge and low hanging branches a the tree next to the Playground was delayed due to theft of equipment at the grass maintenance company. Noted the hedge has now been cut back but the tree branches remain. **Action** Clerk to contact Countrymans about the overhanging tree. Noted hedge in the playground is dead in places so at some point it will need replanting.

Cllr Michelle Cooke – attended the WSALC meeting and noted a new system is being trailed by the Brighton and Hove Youth Justice Service; this is seen as an immediate justice system where 12 – 17 years old, who have broken the law, come to the Village to work on projects to give back to the Community. Noted there are New Fire Regulations Section 156 which now applies to small non domestic buildings such as Village Halls, Sports Pavilions. These venues will need a new full risk assessment. **Action** Clerk to email the Secretary of the Rusper Sports Committee with details. Noted that a new law called Martyns Law has come into force, this law applies to hodlers of events. The new law means you will need to adhere to new guild lines depending on number of attendees. Noted that there has been some drive behind reminding Parish Councils of their Code of Conduct policies and adhering to them. To this end Civility and Respect will be added to the next Council meeting agenda. Noted that the HDC Planning training session was quite interesting and covered Local Plan and land supply. There was some good information on water neutrality. Cllr Cooke attended the WSALC AGM where it was confirmed that Parish Councils are not permitted to use Zoom/Teams for meetings. There was also a talk from Tom Walker AiRS (Action in Rural Sussex) where he talked about CLT (Community Land Trust), Community led housing and community self-build plots. Noted that there was a talk on archiving and in particular important Parish documents.

11. **Emergency Planning**

Noted documents sent prior to the meeting and it was agreed to nominate Councillor(s) to work on the Council document. It was **agreed** that Cllr Geoff Hussey will put together a draft plan for the Council to agree at a later meeting.

12. **Rusper Sports Club Management**

12.1 Committee to manage the sports club under the terms of the current lease. Note in the event of any failure of the Sports Club Committee, or change of management structure, Rusper Parish Council, as the lease holder, commits to take over direct management of the facilities for the community. Noted money outside of the budget cannot be spent without prior Council approval.

It was **agreed** to raised this at the next meeting so that the wording of the document can be understood by the Council. Noted the concerns were if the club were in debt

who would be responsible. Noted that the land rent has significantly increased and the Council would like to agree some sort of contribution from the Club towards this new cost.

12.2 It was **acknowledged** the receipt of communication from the Landlord as follows:

12.2.1 that the bank details are now ratified and Surrey Hills have been informed.

12.2.2 that the Landlords have authorised the Committee to go ahead with the Tennis Court resurfacing via email.

12.2.3 that the Clerk has successfully shown the Landlord photos of the recent Pavilion refurbishment via WhatsApp and the landlord contacted has congratulated the Committee on their work.

13. **CAGNE/GATWICK**

13.1 Noted the document Aviation Town and Parish Council Forum sent in advance of the meeting. Noted the Gatwick report issued by Cllr Malcolm Fillmore which is submitted on the Parish Council website. At the NATMAG pre meeting, night flying has gone up and is exceeding the current limits but blame is put on air traffic control; since 2019 night flights have increased and one carrier appears to have more flights than any from 0530. There is a Consultation coming soon which will cover thoughts on night flights.

13.2 DCO Planning Inspectorate Registration – noted the Clerk has completed registration form to allow future comments on behalf of the Council.

14. **NPSG**

14.1 Noted email circulated in advance of the meeting. Contributions from more Councillors is required within the group. Members of the Steering group are very good but some extra planning experience is required. Noted Climate Change is being considered as a potential new policy for the NPSG to work towards.

14.2 It was **agreed** to apply for a Locality grant. **Action** Clerk.

14.3 It was **agreed** to issue an NPSG recommended letter to HDC Councillors ahead of the December vote on the Local Plan.

14.4 Noted that Cllr Fenella Maitland-Smith has contacted the Landscape Consultant to chase the final report.

14. **WSCC Highways**

To receive a report from the meeting on 9th October 2023 and agree on any actions taken. This item is to be carried to the next meeting - Cllr Simon White.

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

The Clerk reported that the white H Line outside Rusper Stores will be painted at the end of November subject to weather conditions. Noted that this was first applied for in August.

16. **Car Charging Point**

Item to be carried to the next meeting.

17. **Rusper Stores Recycling Bin**
It was **noted** that the replacement dual bin has been delivered and installed and one old waste bin has been removed and this has been confirmed by HDC. It was mentioned that a budget item to replace all the bins within Rusper with dual bins should be included next FY.
18. **TPO Summerwood, Ifield**
It was **noted** that Cllr Sallows responded to the TPO request which was again rejected. This item is to be carried to next meeting.
19. **Remembrance Sunday**
The Council **agreed** to purchase a wreath for Remembrance Sunday on behalf of the Council at a cost of £19.99. Cllr M Cooke to purchase the wreath. It was suggested that other organisations within the community could be involved to get more wreaths together. **Action** Councillors to mention this to relevant groups in the area.
20. **Representative Vacancy Police Liaison Committee**
Following the resignation of a Councillor, Cllr Geoff Hussey was **nominated** to represent the Council at the Police liaison committee. It was **agreed** that Cllr Geoff Hussey to represent the Council on this committee.
21. **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.
21.2 It was **RESOLVED** to pay the Rusper Sports Field back payments. Noted Sports Club are not crossed charged for the rent. **Action** Clerk raised at next meeting as an agenda item.
21.3 Noted the documentation for the grant application/pledge form CAGNE. **Action** Cllr M Fillmore to contact CAGNE to remind them that the Council have made a pledge of a donation up to £2000 to be paid against a formal invoice that CAGNE will supply to the Clerk. **Action** Cllr M Fillmore.
22. **Schedule of payments**
It was **RESOLVED** to approve the schedule of payments
23. **Budget**
It was **agreed** that the Chair and Clerk will produce a proposed draft FY 24/25 Budget for recommendation at the next meeting.
24. **Next combined Parish Council and Planning meeting is on 28th November 2023.**

Meeting ends 2036hrs