

RUSPER PARISH COUNCIL

Minutes of the Ordinary Meeting held in the Village Hall on Tuesday 27th March 2018 at 7.30 pm

Present: Cllrs. G. Sallows (Vice Chairman), R. Allen, V. Bender, A. Sheridan, G. Hussey, R. Gatt, N. Vance-Webb, V. Saunders, C. Forrest and D. Lawton

L. Bannister (Clerk)

1 member of the public

WSCC & HDC Cllr. Kitchen

1 APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Hill.

2 DECLARATIONS OF INTEREST

None.

3 MINUTES OF PREVIOUS MEETING

These were agreed and duly signed by Cllr. Sallows.

4 OPEN FORUM

The meeting was adjourned to allow members of the public to speak.

A Neighbourhood Watch volunteer attended the meeting to explain about her role and how she helps. She lives on the border of Newdigate and Rusper and is happy to share information with people from wider locations but suggested that there should be coordinators in each area.

Cllr. Bender arrived

An email is sent around to all members of Neighbourhood Watch when an update is received from Surrey and Sussex Police. Window stickers and leaflets can be provided, but these are currently low on stock.

Cllr. Sallows offered thanks to the volunteer for the efforts made so far. It was agreed that contact details for the local coordinator will be made available and Rusper PC will put details in the Parish News.

The meeting was resumed.

5 PLANNING

DC/17/2546 Liston House, Faygate Lane

It was RESOLVED to comment on this application as follows:-

‘Rusper Parish Council does not object to this application.’

DC/18/0487 19 Gardeners Green

It was RESOLVED to comment on this application as follows:-

‘Rusper Parish Council does not object to this application.’

DC/18/0470 Wild Acres, Ifield Wood

It was RESOLVED to comment on this application as follows:-

‘Rusper Parish Council does not object to this application.’

DC/18/0538 Mullion Cottage, East Street

It was RESOLVED to comment on this application as follows:-

‘Rusper Parish Council objects to this application on the basis that the building is two storeys and this will impact the neighbouring property and the view from the highway.’

Cllrs. Lawton and Saunders arrived

DC/18/0569 J G Fields, Faygate Lane

It was RESOLVED to comment on this application as follows:-

‘Rusper Parish Council objects to this application as it is the creation of a new house in an unsustainable greenfield location with no transport links.’

WSCC/015/18/NH Former Wealden Brickworks

It was RESOLVED to comment on this application as follows:-

‘Rusper Parish Council strongly objects to this application for the following reasons:-

- Research has shown that incinerators negatively impact on the health of nearby residents. This could be significantly increased due to Rusper also being in an area with high aircraft traffic. No research has been completed about how the incineration fumes could be dispersed once mixed with aircraft pollution.
- From an environmental point of view, Rusper PC is opposed to incineration, preferring ‘greener’ solutions to waste disposal.
- The waste being disposed in the incinerator is coming from out of the area, thus increasing the amount of HGVs using the local, and sometimes rural, roads. The roads in Rusper are already busy and are not suitable for HGVs. This traffic would be in addition to the traffic created by the housing developments planned for the area.
- We are opposed to waste from other areas being brought into Rusper - this incinerator would not even cater for local needs.
- This site will now be in a built up area and growing community due to the imminent development of Land North of Horsham. This will lead to more complaints being lodged.
- Noise pollution will also be an issue due to the increased vehicle movements to and from the site.
- The chimney will have a negative visual impact on the surrounding countryside.
- The additional traffic movements created by the development would create more emissions in Rusper.’

This comment will be copied to Cllr. Kitchen.

The following applications were received since publication of the Agenda.

DC/18/0417 Curtis Farm, Green Lane

It was RESOLVED to comment on this application as follows:-

‘Rusper Parish Council does not object to this application as long as the light is on a sensor and is directed so as not to cause a nuisance to neighbours.’

DC/18/0617 Horse Ghylls Wood Farm, Capel Road

It was RESOLVED to comment on this application as follows:-

‘Rusper Parish Council does not object to this application.’

Cllr. Bender declared an interest in the following application as the applicant

DC/18/0637 Pinewood, Rusper Road

It was RESOLVED to comment on this application as follows:-

‘Rusper Parish Council does not object to this application.’

Meeting with Liberty re. Land North of Horsham

This has been proposed for the week commencing 30th April. Cllrs. Gatt, Sallows, Hill, Hussey, Saunders, Forrest and Sheridan would like to attend.

Report on Rusper Road developments

Cllr. Bender reported that the flats at the Martin Grant site are nearly finished. Martin Grant has agreed to turn the lights off at midnight, to come back on again at 5.30. However, they are now leaving the lights on in the houses overnight. This is to test the electrics. There are still only three houses occupied.

At the Bovis Homes sites, the site hut lights are now being turned off following a request from Rusper PC.

Cars are still parked on the road and pavements on Rusper Road, and there is still a lot of mud. The noise is horrendous.

The Bovis Homes site is draining rain water into the stream but don't appear to have applied to the Environment Agency. The Clerk will check this.

6 PLANNING UPDATES

None.

7 REPORTS FROM OTHER AUTHORITIES

Cllr. Kitchen was not in attendance at this point, so this item was delayed until later in the meeting.

8 PURCHASE OF A DOG BIN

Cllr. Hussey updated that he has been speaking to HDC to agree to put a dog bin on the footpath by Chowles Barn. HDC refused this because it is private access and they are trying to discourage dog walking there. The landowner has offered to empty the bin if Rusper PC put one up.

It was RESOLVED to buy a bin for this location, at a maximum cost of £200. A red bin is preferable. The landowner will install this, but Rusper PC reserves the right to remove this at any time.

9 APPROVAL OF COST OF NEW STREET LIGHTS CONTRACT

The contract with Streetlights is due to end on 31st March. A new contract with SSE has been priced up for £258.24 for the year, plus an initial test of £93.52. SSE will do work up to a value of £120 without consulting Rusper PC first, but will get approval for all other works.

It was RESOLVED to start a new contract with SSE from 1st April.

10 SELECT SOLICITOR/SURVEYOR FOR PURCHASE OF LAND AT GARDENERS GREEN

The following quotes have been received:-

Surrey Hills Solicitors – 1250 plus VAT & disbs
ASB – 1000 plus VAT & disbs

Irwin Mitchell – declined to quote

It was RESOLVED that the Clerk will ask for one more quote from a firm recommended by Members.

The cost of the solicitor will be in addition to the cost of Saxon Weald's legal fees, and a surveyor. Saxon Weald has offered the use of their contracted surveyor at a cost of approximately £400-£500. **It was RESOLVED** to use this surveyor.

Cllr. Kitchen arrived

11 REPORTS FROM OTHER AUTHORITIES

Cllr. Kitchen reported that there is a risk to the closure of the school due to the imminent development of land north of Horsham.

Cllr. Kitchen plans to attend alternate future meetings as there is a clash with another parish in her ward, but will attend the Annual Parish Meeting in April.

Cllr. Lawton made Cllr. Kitchen aware of Rusper PC's views on the planning application to build an incinerator. Cllr. Kitchen said that she was not opposed to modern incineration, but would take into account the views of Rusper PC.

12 GENERAL DATA PROTECTION REGULATIONS (GDPR)

Update from Clerk

The Clerk is still currently reviewing files, although it doesn't seem that a lot of data is being held.

The Clerk currently stores everything on an online storage cloud. The Clerk can arrange for all members to have access if necessary.

Actions needed

A firm to act as Data Protection Officer will need to be appointed. **It was RESOLVED** to appoint Satswana at a cost of £150 per annum.

Purchase of phone for Clerk

It was RESOLVED that the Clerk can buy a new handset for parish council business. Cllr. Vance-Webb has an old handset to pass over. The Clerk will buy credit for this.

Approval of Privacy Policy

It was RESOLVED to approve this once the Data Protection Officer has been appointed.

13 LOCATIONS FOR VEHICLE ACTIVATED SIGNS

The following suggestions were made for locations:-

Newdigate Road around Ghyll Manor
Faygate Lane/East Street where they meet
Horsham Road outside Gardeners Green
Rusper Road by Ifield
Faygate Lane by the junction of Lambs Green
Lambs Green, by the pub
Hurst Hill, at the peak of the hill

The criteria for the locations is that a car needs to be able to park next to the post so that someone can change the sign. The road must not be unclassified.

It was RESOLVED to agree all of these locations. The Clerk will put together a plan and full costs for the next meeting.

It is believed that this will be funded by the Mayday committee.

14 OPERATION WATERSHED UPDATE

Cllr. Hussey and the Clerk met with a resident in Rusper Road to learn about the flooding in the area. **It was RESOLVED** to make an application to Operation Watershed for funding to alleviate the flooding for this location, as well as Hillybarn and Wimland Road.

The current applications are being dealt with by WSCC at the moment, whose contractors will be booking the work in soon.

Cllr. Kitchen left the meeting

15 APPROVE PURCHASE OF ACCOUNTING SYSTEM

The Clerk has trialled three different accounting systems, the annual costs of each are as follows:-

Scribe - £275 plus VAT

Redstone - £135 plus VAT, £35 ongoing

RBS Alpha - £639 plus VA, £119 ongoing per year

The Clerk recommended Scribe, and **it was RESOLVED** to purchase this.

16 UPDATE ON INSTALLATION OF BOLLARDS AT EAST STREET/APPROVE A NEW QUOTE

Contractors have decided that they can't now install these without traffic management. This will be at additional cost of £455.50 plus VAT. **It was RESOLVED** to agree this additional cost.

17 AGREE A DATE FOR RUSPER LITTER PICK & DISCUSS LITTER IN GENERAL

This will be confirmed at the next meeting.

18 TO CONSIDER THE VELO SOUTH EVENT

There will be a cycle race in autumn that will close many roads in the area. No action was agreed at this time.

19 WARNAM NEIGHBOURHOOD PLAN CONSULTATION

This will be considered by the Neighbourhood Plan Committee.

20 NEIGHBOURHOOD PLAN

Update

The call for sites period has now ended. Six sites were put forward, and another since.

Select a consultant

The Neighbourhood Plan Committee recommended O'Neill Homer. **It was RESOLVED** to go ahead with them at a cost of approximately £15,000. The majority of this will be grant funded.

21 REPORT FROM REPRESENTATIVES

Cllr. Sheridan has not been able to put the shelves in the phone booths yet.

Cllr. Lawton reported that the CAGNE PC Forum will be held on 23rd April. There will be a guest speaker from the Department for Transport and is being held in Rudgwick. Members will let Cllr. Lawton know if they would like to attend.

Cllr. Allen reported that the playgroup would like a phone line installed. Cllr. Allen will suggest to them that they buy an internet phone instead.

Cllr. Hussey reported that the see saw and swings (the set for younger children) were condemned following the playground inspection. These will be repaired urgently as they are a health and safety issue.

22 CLERK'S REPORT

The Clerk will be on annual leave from 28th March and returning on Wednesday 4th April.

The large hall is booked for the Annual Parish Meeting. This will start at 7pm and refreshments will be provided. The sites put forward for the Neighbourhood Plan will be presented, and the committee members will attend to help.

23 PARISH MAGAZINE

The following items will be included:

- Information on Neighbourhood Watch in Rusper
- The proposal for a litter pick in June
- Details of planned Vehicle Activated Signs

24 FINANCES

Reconciled accounts & bank statements

These were agreed and duly signed by Cllr. Sheridan.

Appointment of internal auditor

It was RESOLVED to appoint Mulberry & Co at a cost of £100-£200.

Approval of Direct Debit/Standing Order payments

It was RESOLVED that the following payments be approved:

Payee	Reason	Amount	Due
HDC	Dog bins	21.58	Monthly
HDC	Car park rates	125.00	Monthly, for 10 months out of 12
EDF	Street lights	Circa £75	Monthly
Lloyds	Bank fees	£10-£15	Monthly
I&I Internet Ltd	Email & website	95.11	Monthly
BT	Broadband	32.28	Monthly
BT	Phone line	20.00	Monthly
ICO	Data protection subscription	35.00	Annually
I&I Internet	Website	1.19	Monthly

Invoices to pay

It was RESOLVED to pay the following:

Salary for Clerk (March) – £494.43

Overtime for Clerk for NP admin (January & February) – £108.40

Litter Warden salary & expenses – £75.60 & £23.48 (£99.08)

PAYE – £4.40

Accounts package - £215.88

All of these payments will be sent via bank transfer.

25 OTHER BUSINESS

None.

26 DATE OF NEXT MEETING

The next Council meeting will be held on 24th April 2018 at the end of the Annual Parish Meeting.

The meeting closed at 10.15 pm

LEANNE BANNISTER
CLERK