

RUSPER PARISH COUNCIL

ANNUAL GENERAL MEETING

Minutes of the Annual General Meeting held in the Village Hall on Tuesday 30th May 2017 at 8.00pm

Present: Cllrs. G. Hill (Chairman), G. Sallows (Vice Chair) G. Hussey, R. Allen, C. Forrest, A. Sheridan, D. Lawton, V. Bender and V. Saunders
L. Bannister (Clerk)
1 member of the public – Mr S. Eakins

1 ELECTION OF CHAIR & OTHER POSTS

The following posts were agreed:-

Chair – Cllr. Hill

Vice Chair – Cllr. Sallows

2 APPOINTMENT OF REPRESENTATIVES

The following representatives will be appointed:-

WSALC (meeting 4th October) – Cllr. Forrest

Gatwick – Cllrs. Lawton & Sheridan

Sports Club – Cllr. Sallows

Winter management – Cllr. Allen

Technology and communications – Cllr. Allen

HALC – Cllrs. Hill & Allen

Footpaths & bridleways – The Clerk will ask Cllr. Sole if she is prepared to continue in this role
Village Hall Committee rep – The Clerk will ask Cllr. Sole if she is prepared to continue in this role

Playground – Cllr. Hussey

Highways & roads – Cllr. Hussey

Mr Eakins arrived

3 APOLOGIES FOR ABSENCE

Apologies were received from Cllr. Gatt.

4 DECLARATIONS OF INTEREST

Cllr. Hussey declared an interest in planning application DC/16/2372 as a neighbour to the development. However, he has no financial interest in the application.

5 MINUTES OF PREVIOUS MEETING

These were agreed and duly signed by Cllr. Hill.

6 OPEN FORUM

No comments were made.

Cllr. Saunders arrived

7 REPORTS FROM OTHER AUTHORITIES

This item was delayed until Cllr. Kitchen arrived.

8 PLANNING

Appeal for DC/15/2857 Millfield Farm Buildings

The appeal will be held on 31st May at HDC. Cllrs. Hill and Sallows will attend and speak. The basis of the representation to be made by RPC is as follows:-

- The development is outside of the built up area of the village.
- RPC is broadly in favour of development on the brownfield site, but for fewer residences.
- RPC is in agreement that the site needs to be developed.
- This is a restricted area for access.
- RPC is not in favour of access onto East Street. This is dangerous, especially with sun coming over the hill.
- This development would open up a greenfield parcel of land for development.
- Cite planning application in Bonnetts Lane that was rejected as there was no footpath and no public transport.
- NP still in early stages, but evidence so far suggests that residents are overwhelmingly worried about traffic and road safety.
- The Housing Needs Survey undertaken in 2014 shows a need for a certain number of residences. However, this has been provided by the two developments in Ifield for 35 and 99 units.
- Development in Rusper is unsustainable as there are only two buses a week and the roads are unsuitable for cyclists. There are no cycle paths. This would mean that every residence would need to have a car to reach facilities that Rusper does not provide. This would be in contravention to the HDPF.

DC/17/0887 Scrag Copse Farm, Prestwood Lane

There was a discussion about whether or not to put in a comment as this is a prior notification application.

A member of the public explained why this is a prior notification application.

It was agreed not to make a comment on this application.

DC/17/0934 Gate Cottage, Normans East Street

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

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

DC/17/1056 2 Millfields, Horsham Road

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

‘Rusper Parish Council defer to the arboriculturalist on this application.’

DC/16/2372 1 Hilltop Cottages, The Mount

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

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

Cllr. Kitchen arrived

The Clerk will ask the case officer on this application to confirm the ruling of the time length and send around to all for comment.

DC/17/1020 Chowles Lodge, Lambs Green

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

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

WSSC/017/17/RS Alpha Rubbish Clearance Ltd, Stumbleholme Farm

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

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

- The site is located on a narrow country lane which is unsuitable for HGVs, and is around 2 miles from an ‘A’ road. The section of road providing access to the site regularly floods.
- Britaniacrest and Biffa already process waste in this area, so there is no real need for an additional site.
- The site backs onto residential properties and will cause a nuisance to them, in particular with noise.’

MO/2017/0803 Riverdale Paddocks, Capel Road

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

‘Rusper Parish Council does not object to this application but would ask that further expansion is prohibited.’

Applications received since publication of the Agenda

None.

9 PLANNING UPDATES

Planning application WSSC/062/16/NH for the incinerator will be out for re-consultation soon. The Clerk will email Members when the new information is available. This is due to go to committee on 18th July.

Cllr. Allen asked if there was an update from planning compliance on the kennels on The Mount. The Clerk confirmed that this had been lodged as a complaint with HDC, but no feedback had been received from them.

10 REPORTS FROM OTHER AUTHORITIES

Cllr. Kitchen reported that the North Horsham planning application was permitted at committee, but the effect of the traffic on Rusper has now been noted.

Cllr. Bender asked Cllr. Kitchen what would happen if planning conditions are contravened.

Cllr. Kitchen said that this should be reported to HDC, and they should look at it. Cllr. Bender said that this has happened at the site at Ifield, where there should be an ‘in and out’ system for the construction traffic, however this has not happened. Cllr. Kitchen will take this up with HDC.

Cllr. Hussey reported that a couple of Gatwick parking sites have popped up. One is behind the temple on Bonnetts Lane, and the other is where the car boot sale is held on Capel Road. Cllr. Kitchen will look into the site on Bonnetts Lane, and recommended sending a complaint to Mole Valley about the other.

Mr Eakins left the meeting

Cllr. Kitchen left the meeting

11 SHELAA 2016/17 EMPLOYMENT SITE ASSESSMENT

Two sites have been put forward in Rusper – land west of Kilnwood Vale and The Granary, Rusper Road. HDC have assessed these sites as being not currently developable. Rusper PC agreed with this assessment.

11 APPROVAL OF RISK ASSESSMENT, ASSET REGISTER, LOGO & INSURANCE SCHEDULE

The following documents were approved:-

- Risk assessment
- Asset register

Cllr. Sallows has prepared a logo, but will add some wording to this.

The following quotes for insurance have been received:-

Zurich - £1129.47

Aon - £965.97

The schedules from both companies are comparable, so it was decided to go ahead with Aon.

12 NEIGHBOURHOOD PLAN

The survey has now been completed, this is being printed.

The online version will be published soon. The results will need to be processed when they come in. Once the survey has been printed, Cllr. Sallows will contact Members to arrange to fill the envelopes.

13 ANNUAL PARISH MEETING

This will be on June 27th and starts at 7.30.

The speakers will be someone from Operation Crackdown, and the Highways Manager.

The Clerk will check that the large hall is available.

14 NOTICES FOR VERGES

This will be discussed at the next meeting.

15 STREET LIGHTS

There will be a 4% increase on the maintenance fees. The current annual fee is £478, for approx. 8 lights.

The Clerk will check for other quotes, and find out the costs of disconnection.

16 RECREATION GROUND LEASE – MEETING WITH MR HURST

Cllrs. Hill and Sallows met with Mr Hurst along with Cllr. Kitchen, the Clerk and Chris Hill to discuss the possible extension of the lease. The lease is due to expire in 2019 and Rusper PC is keen to extend this so that grants can be obtained to maintain and upgrade the facilities. Mr Hurst was disappointed in the state of the pavilion, but it was explained that grant money to rectify this was not available due to the length of the lease. Mr Hurst will consider the request, and another meeting has been set for 24th June.

17 REPORTS FROM REPRESENTATIVES

Cllr. Lawton

ITN were filming in Rusper to raise awareness about aviation.

There is a CAGNE PC Forum on 31st May in Kirdford. Cllr. Lawton cannot attend.

Gatwick Airport is running a departures workshop on 1st June in the morning. Cllr. Lawton will attend, so if Members have any views they want him to put forward please let him know.

Cllr. Forrest

Has been looking into putting bollards on the verge outside the Star. It was agreed to put the bollards 7ft apart and there will be 10 bollards.

RPC is still waiting for approval from Highways for this.

Cllr. Sheridan

The Operation Watershed consent forms have now been signed by the landowners.

High visibility jackets have now been ordered at a cost of approx. £80.

Cllr. Sheridan will put up notices for the Big Clean on 25th June.

The notices on cars in the car park seems to have been working as the cars are clearing out now.

Two bookcases have been made for the payphones. These will be fitted soon.

Cllr. Sallows

There is nothing to report on the Sports Club Committee.

At the Planning Council meeting, the North Horsham application was accepted. However, there was an appendix added on the application that Liberty will fund a traffic survey to assess the impact of traffic on Rusper, and S106 money will be allocated to alleviate this. It is unclear whether or not this survey will be before or after development.

Cllr. Hussey

Quotes for picnic tables for the playground will be obtained.

Cllr. Allen

The website name needs to be renewed at a cost of £42. This was agreed.

Mr Butler has reported to Cllr. Allen that the 30mph sign opposite Steeres Hill is missing. The Clerk will report this.

18 PARISH MAGAZINE

It was agreed to include:-

- Bookcases for lending library in the payphones
- Reminder to return the Neighbourhood Plan surveys

19 CLERK'S REPORT

A festival is being planned at Millfields in summer. This will not run for profit, but the aim is to provide money for the local area. Members would like to know why this site has been chosen instead of the sports field, how traffic will be managed, and the projected number of people.

The location for the salt bin was agreed at the bottom left corner of Gardeners Green.

The Clerk has requested annual leave 31/7 to 4/8 and 21/8 to 25/8. This was agreed.

20 FINANCES

Reconciled accounts & bank statements

These were agreed and duly signed by Cllr. Sheridan.

The Clerk explained that an extra online payment of £1.22 was made for the dog bins as the price had increased, but the Standing Order had not been changed.

Direct Debits

A new schedule was agreed as follows:-

Payee	Reason	Amount	Due
HDC	Dog bins	21.58	Monthly
HDC	Car park rates	117.60	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	14.87	Monthly
BT	Broadband	31.20	Monthly
BT	Phone line	46.08	Quarterly
ICO	Data protection subscription	35.00	Annually
1&1 Internet	NP website	0.99	Monthly

Cheque cancellation

Cheque number 1623 to Mr Hurst was cancelled as he has requested payment by bank transfer.

Invoices to pay

It was agreed to pay the following:

Salary for Clerk (May) – £469.30

Litter Warden salary & expenses – the payroll information has not yet been received, so the final amount will be agreed by email

HMRC – Litter warden's tax for the month - £10

Expenses for Clerk (inc. NP expenses) - £102.83

6-10 Traffic Management for Mayday - £360

Streetlights maintenance invoice - £239.46

Sussex Land Services invoice for grounds contract (x2) - £873.12

Aon for the insurance schedule - £965.97

R Hurst rent for lease of the recreation field - £50

All of these payments will be sent via bank transfer.

21 OTHER BUSINESS

Double yellow lines on the road outside the Star have been suggested by a resident. Members generally felt that this will increase the speed of traffic and impact the shop.

22 DATE OF NEXT MEETING:

The next Council meeting will be held on 27th June 2017. The next Neighbourhood Plan meeting will be held on Tuesday 20th June 2017.

The meeting closed at 10.20 pm

LEANNE BANNISTER
CLERK