

RUSPER PARISH COUNCIL

Minutes of the Ordinary Meeting held in the Village Hall on Tuesday 26th April 2016 at 8.00pm

Present: Cllrs. G. Hill (Chairman), G. Sallows (vice Chair), R. Allen, V. Saunders, D. Lawton, A. Sheridan, C. Forrest, V. Sole, V. Bender and R. Gatt
WSCC & HDC Cllr. E. Kitchen
L. Bannister (Clerk)

1 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hussey.

2 DECLARATIONS OF INTEREST

None.

3 CO OPTION

There were two vacant seats on the council.

By agreement of members of Rusper Parish Council, Valerie Bender and Ritchie Gatt were co opted onto the Council.

Cllr. Sole arrived

4 MINUTES OF PREVIOUS MEETING

These were agreed and signed by Cllr. Hill.

Cllr. Kitchen arrived

5 OPEN FORUM

No members of the public were present and so no concerns raised. However, several concerns were raised over social media and by email about the parking notices (as will be explained later in the minutes).

6 REPORTS FROM OTHER AUTHORITIES

West Sussex County Council

Cllr. Kitchen reported that she has been nominated to go on the Gatwick Noise Monitoring Board.

Cllr. Kitchen said that parking in the village is a disgrace with the vans working behind Wayside. Cllr. Kitchen has already brought this up with enforcement, and hoped that Rusper PC would do the same. The Clerk has already written to the developers, and will now report this to HDC. Clerk

Cllr. Sheridan arrived

7 PLANNING

A Planning Sub Committee meeting was held on Tuesday 19th April to review some of the below applications and give recommendations to the Council. No decisions were made at this meeting. A copy of the Minutes to this meeting are attached.

DC/16/0615 Gotwick Farm, Orltons Lane

Cllr. Sallows explained that sustainability standards have changed recently and the applicant has sought to have these removed from the planning permission. It was agreed to comment on this application as recommended by the Planning Sub Committee (adding the words 'strongly

object’).

DC/16/0629 Bakehouse Barn, Wimland Road

It was agreed to comment on this application as per the recommendation by the Planning Sub Committee.

The following decisions have been made by HDC:-

- DC/16/0345 Thatched Barn Cottage - Application permitted
- DC/16/0015 Airport parking land at Little Enterprises, Charlwood Road - Application refused
- DC/16/0421 Nunnery North Lodge - Application permitted

A new application has been received for Bonwycks Lodge Farm. The application number is DC/16/0931. This application is for a prior approval change of use application to residential.

8 20MPH SPEED LIMIT

The Highways department have confirmed that this application is no longer live, and they have asked if Rusper PC would like to reinstate this. Cllr. Kitchen said she believes this was not continued because WSCC felt that Rusper’s traffic problem is well managed by the on road parking in the village.

Cllr. Kitchen stated that although she does not personally support this application, she will support this application on behalf of Rusper PC.

It was agreed to reinstate this application.

Clerk

9 STREETLIGHTS – MAINTENANCE REQUIRED

Cllrs. Sallows and Hill still need to go around and check the streetlights and decide which ones need to be kept, which need to be repaired and which have fallen into disrepair due to poor maintenance.

Chair/
GS

It was clarified that it is still the policy of Rusper PC to disconnect streetlights when they become too costly to maintain.

10 OPERATION WATERSHED

This is a grant that is offered by WSCC that groups can apply for to complete drainage work to prevent flooding. The following areas have been identified as needing drainage work:-

- Top of Rusper Road (Burnthouse Lane to Stumblehorn Farm)
- Wimland Lane
- Rusper Road (close to the golf club)
- Horsham Road at the junction with Wimland Lane
- The ditch behind The Lamb Inn
- Around Vicky’s house (where does she live?)

The Clerk will report these to WSCC and start applications for them.

Clerk

10 PARKING NOTICES

Various concerns have been raised about the parking notices that have been placed on vehicles that have parked on the pavement in the village.

It had been agreed previously to publish the notice in the Parish Magazine, then Rusper PC would issue a pleasant parking notice asking people to park on the road, and then there is a firmer notice that can be left if the same vehicles continue to park on the pavement. Cllr. Sallows will take photographic evidence of the vehicles and will continue with the notices.

GS

Cllr. Sallows said that parking on the pavements has caused inconvenience to pedestrians and view of the road from the car park to The Star is obstructed by the vehicles on the pavement, making it dangerous to pull out.

Cllr. Sheridan raised the point that if the cars park on the road, this may cause an obstruction on the wrong side of the road which will could cause further issues with the flow of traffic.

Cllr. Sallows clarified that the Highway Code recommends that you don't park on the pavement. If you park so as to cause an obstruction, that is an offence. It is against the law to drive on the pavement, which can cause a fixed penalty fine and points on your licence. Rusper PC just needs to have witnessed evidence of this happening, and then can recommend that the police take legal action.

It was agreed to continue with this approach.

Although Cllr. Sallows has been fronting this, this is actually a decision taken by the entire council.

11 WEBSITE

The new Rusper PC website is now up and running and Cllr. Allen would appreciate input about what needs adding/changing.

All

Cllr. Saunders reported that he has been disconnected from his email. Cllr. Allen will help to rectify this.

Planning applications are now being put on the website, and agendas and minutes.

Cllr. Sheridan thanked Cllr. Allen for completing the website, as this has been done at no cost to the PC.

Cllr. Kitchen left the meeting

13 NEIGHBOURHOOD PLAN

Cllr. Allen reported on the meeting held on Tuesday 19th April. At the meeting the details of the stand for Mayday were finalised. The stand will be a square of flipcharts for the public to complete information about what they like about Rusper, what they don't like and what they would like to see in Rusper. The stands will be made by Cllr. Sheridan, and Cllr. Sallows may be able to provide the paper.

AS/GS

A flyer has been designed to hand out at Mayday to inform residents about the Neighbourhood Plan. Cllr. Allen showed everyone an initial design. Various suggestions were made to finalise this. Cllr. Allen will finalise this and send around to all for final confirmation.

RA

Cllr. Bender will speak to the organisers of the Ifield Mayfayre, to arrange for some leaflets to be available there also.

VB

Also brought up at the NP meeting was the need for a logo for the process. It was suggested that the picture of the Rusper sign at the entrance to the village could be used.

Cllrs. Allen and Sheridan talked about the magnitude of putting together a NP, and whether or not a consultant would be needed. Cllr. Sallows suggested that this should be decided once the committee has been fully formed once it is known the skills of everyone involved.

14 PLANNING COMMITTEE MEETINGS

The Clerk advised members that future planning committee meetings should be held open to the

public, and should be advertised as being open. This is to ensure that all decisions made are made after opinions have been heard from the applicants/public. Applicants/members of the public could attend PC meetings and feel that decisions had already been made in a meeting that hadn't been advertised. Going forward, the Clerk's advice was to advertise the meetings by way of an Agenda which will be advertised on the website and notice boards.

After much discussion, it was agreed by way of a vote (8-2) that future planning committee meetings would be open to the public, and a public forum would be included for members of the public to state their views.

15 ANNUAL MEETING

This will be held in May. The posts of Chair and Vice Chair will be elected, and Cllr. Hill as the current Chairman will give an address at the start of the meeting.

16 LITTER

Warden

It was agreed that the litter warden would be set up on the payroll with the Clerk, which will be processed by Sheridan Brooks.

Clean up day

HDC will provide high visibility jackets, litter picking sticks, gloves and black sacks. They will also collect the rubbish. Rusper PC will need to do a risk assessment. Just need to let them know when the clean up day will be. It was agreed that this will be the last Sunday in June. The start time will be 10am. HDC will collect the litter from the sports club, and the Clerk will ask HDC to leave the equipment there. Cllrs. usually do their own areas first, and will cover as much of the Parish as possible.

Clerk

It was suggested that a voucher could be offered for people who help out (for perhaps money off in The Plough).

Cllr. Sheridan will put something together for the Parish Magazine to advertise this.

AS

17 REPORTS FROM REPRESENTATIVES

Cllr. Forrest has been into The Plough to negotiate the lease of the car park, but has been unable to speak to the owner. Cllr. Forrest wanted clarified what is being agreed. It was agreed that The Plough will be asked to pay the rates each year, pay a quarterly rent of £75, and that the toilets are made available as part of the deal.

CF/VS

Cllr. Sheridan has prepared a parking notice to be placed on cars that are parked in the car park long term.

Cllr. Hussey was unable to attend the meeting, but sent in the following report:-

Please find below spread sheet for Rusper Fingerposts as requested by Graham at the last meeting (I have given Roland 3 copies of this but you may want to print off more). I will not be able to attend the meeting as I am away in Dublin so please give my apologies. As regards to the spread sheet the fingerposts have been listed in order of priorities hence the first 3 priced are currently in the state of work in progress, however the total price for these 3 is £3234 which is £234 over budget. The contractors are willing to wait for the £234 until funds are made available. I did try to negotiate a better price but was not successful as they had already discounted the price. Leanne could I please ask you to ask Council if I could have an additional £234 as I would like to pay the invoices in full when the work has been completed rather than owe them £234 thank you.

I have opened up the gate that leads from the playground to the Ghyll Manor field so Mayday Committee can have access to prepare the field for the Monday celebrations. I have also

persuaded The Plough to donate 2 picnic tables for the playground which I found discarded in their yard area, these have now been moved into the playground. May I ask you to contact the contractors for the grass cutting as the playground needs the grass cut for Mayday, thank you.

At the last meeting I was asked if I could source direction signs for the location of the Defibrillator this I have done and purchased 5 signs, I have already given George one for the Sports Pavillion, the others will be placed with the Church, School, Village Hall and probably the Plough. I gave you the invoice for these at the NP meeting which I have paid for.

Operation Watershed-There is a major problem with storm water in Prestwood Lane outside Prestwood House, the whole road floods and runs down to Waterhall Hotel which at times reaches the doorwell. There is also excessive flooding in Rusper Road outside Stumblehole Cottages.

It was agreed that three fingerposts could be repaired/rebuilt at a cost of £3,234. The extra cost above budget will be taken off of the budget in the next financial year.

The Clerk has arranged for the grass to be cut in the playground.

Cllr. Sole reported regarding bridleways that there have been discussions about putting in a Pegasus crossing across the A264 (close to the Kilnwood Vale development). Although this is still in discussion, it does look to be going ahead. Cllr. Sallows offered the support of Rusper PC to this.

Cllr. Lawton reported that Gatwick Airport are running their own consultation regarding the arrivals review. Cllr. Lawton offered to put together a response on behalf of Rusper PC, and send around to all members by email to agree. This was agreed.

DL

A Noise Management Board has been created. There will be 12 people on this, and there will be 4 seats at the table for people outside of the aviation industry (two representatives from the east, and two from the west – one County Councillor and one community representative). Cllr. Lawton suggested nominating CAGNE for this seat.

A case study of the potential impact of the 2nd runway has been unofficially shared with Cllr. Lawton. This shows the impact on the Parish as:-

- Aircraft joining the arrivals 'line' 8 miles from the airport, then follow the line direct to the airport. This would cut through the Parish which would cause significant noise up to 1500 metres either side of the line.
- When aircraft is coming in to land from the west, there could be up to 300 aircraft each day travelling over Rusper.
- Departures would not cause such an issue for Rusper as aircraft would take off and then turn very slightly to the left and fly closer to North Horsham.

Cllr. Sole asked if aircraft are allowed to depart at night as there seems to be a scheduled flight leaving at 1.30am daily. Cllr. Lawton will check this with Cllr. Kitchen at the next GATCOM meeting.

DL

It is unknown when the decision about the second runway is actually going to be made.

Cllr. Sallows has little to report on the sports club. Fencing has been taken down on the other court. There has been no progress on extending the lease. The sports club is keen that the Neighbourhood Plan is completed as quickly as possible to aid the extension of the lease.

18 CLERK'S REPORT

The broadband was temporarily disconnected at the hall. This is because the initial direct debit was set up on an account that had been incorrectly set up. The amounts paid on this account

have been refunded, and the account numbers are now confirmed.

The Clerk paid £106.84 to set up the broadband, and will claim this as an expense next month.

The Mayday committee have asked our stance on emptying the car park for Mayday. It was agreed that it is fine for them to do what they have done in past years.

19 INSURANCE – QUOTES FOR RENEWAL

A quote from Zurich has been received for just over £900. This is significantly lower than the current insurance premium (around £1,500). The quote from the current insurer (Aon) has not yet been received.

It was agreed that once the quote from Aon has been received, the Clerk will email all Cllrs. with details of the insurance schedule so that a decision can be made about who will provide the insurance. Clerk

20 FINANCES

Reconciled accounts & year end budget

End of year accounts for the financial year 1st April 2015-31st March 2016 were provided to all members. Members are to check these and let the Clerk know if there are any queries or suggestions on the format. All

The end of year budget shows that the total budget was exceeded by just over £20,000. However, this is almost all attributable to the Operation Watershed payment – in actual fact the total spend was almost the same as the budgeted amount.

Bank mandate

This has now been updated. The signatories are Cllrs. Sallows, Forrest, Saunders, Allen, Sole and Hussey.

The Clerk will ask one of these signatories to call the bank and request a new cheque book.

Invoices to pay

It was agreed that the following invoices would be paid either by bank transfer or when the new cheque book arrives, which will be actioned by two signatories:

Salary for Clerk (April) – £469.30

GACC membership - £10

Chichester Diocese for lease of part of Rusper Glebe - £50

R Hurst for lease of recreation ground - £50

G. Hussey expenses for defibrillator signs - £21.75

The Play Inspection Company invoice for annual inspection of playground - £120.00

Horsham District Council invoice for Mayday road closure - £100

Litter Warden – £83.74

21 DATE OF NEXT MEETING:

There will be a meeting of the Planning and Neighbourhood Plan Sub Committees on Tuesday 24th May at 8pm.

The next full Council meeting will be on Tuesday 31st May at 8pm. This will be the Annual General Meeting.

The meeting closed at 22.45 pm

LEANNE BANNISTER
CLERK

DRAFT

RUSPER PARISH COUNCIL

Minutes of the Planning Sub Committee Meeting held in the Village Hall on Tuesday 19th April 2016 at 8.00pm

Present: Cllrs. G. Sallows (Vice Chair), R. Allen, G. Hussey and A. Sheridan
L. Bannister (Clerk)

1 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs. Hill, Lawton and Saunders.

2 DECLARATIONS OF INTEREST

None.

3 PLANNING

The following applications were discussed, and responses were suggested to be put to the full Council at the next Council meeting.

DC/16/0615 Gotwick Farm, Orltons Lane

Recommendation to Council: Rusper PC objects to this application as we are in favour of sustainability and energy efficiency. Ideally, we would like to aspire to level 5 as standard.

DC/16/0629 Bakehouse Barn, Wimlands Road

Recommendation to Council: Rusper PC do not object to this application.

LEANNE BANNISTER
CLERK

The meeting closed at 9.15 pm
