

# RUSPER PARISH COUNCIL

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Minutes of the Ordinary Meeting held in the Village Hall on Tuesday 26<sup>th</sup> January 2016 at 8.00pm

**Present:** Cllrs. G. Hill (Chairman), G. Sallows (vice Chair), R. Allen, C. Forrest, G. Hussey, and A. Sheridan  
WSCC & HDC Cllr. E. Kitchen  
L. Bannister (Clerk)  
7 members of the public

Prior to the commencement of the meeting the following discussions took place:-

## Millfield Farm Buildings DC/15/2857

The applicant and agent of this planning application expressed their dissatisfaction that they were not aware of the Planning Sub Committee meeting. It was explained to them that the Sub Committee meeting was to review the planning applications and make a recommendation at the full Council meeting. Members of the public are able to make representations at the full Council meeting, where a decision is then taken by the Council on how to respond.

The applicant believed she had worked well with Rusper PC in making her application. Cllr. Hill stated he did not believe that was the case.

The applicant stated that at a committee meeting at HDC on the 3<sup>rd</sup> November, they agreed that the access to the site was not appropriate and they were instructed to make another application. They have tried to amend their application to reflect all of the concerns raised by the public. For information, the adjoining field is greenfield, and has a restrictive covenant which restricts development to pasture and one dwelling.

Cllr. Hill commended their work with HDC on this application and for attending the meeting to discuss with Rusper PC, but explained it was unfortunate that HDC did not include Rusper PC in their discussions.

## *Cllr. Kitchen arriving*

Thames Water has recognised the issue with waste water at the site. Rusper PC hasn't seen anything from Thames Water that deals with this. The landowner explained that Thames Water has approved the outline application, and they will fund Thames Water to explore options available. This is a detail for them to deal with at the next stage of their application.

Cllr. Sallows explained that although the current levels of traffic in the Parish are not good, they are tolerable. However, when the north Horsham development completes this will become intolerable, which means their development would be adding to this. Also, the development outside of the brownfield area is a concern, and road access divides the village. The landowner believed that all development will be within the brownfield site (as accepted by HDC according to the applicant, not Rusper PC).

The units on the site have been reduced from 29 to 25, and this application was reportedly well received by HDC. However, HDC can't consult on the amount of units until they have seen the affordable housing scheme. The landowner and agent accept that Rusper PC need to make a comment on the application as it stands, and not how it will be in the future.

Cllr. Hill concluded the conversation by stating that Rusper PC would look favourably on a small development.

## Cllr. Kitchen

Cllr. Sallows said that it's a shame that HDC and the Millfield applicants have had discussions that Rusper PC was not party to. It would have been advantageous for Rusper PC to be involved. The Clerk will report this to the case manager.

Cllr. Hill reported that there is a development going up on Langhurst Lane which doesn't appear to have planning permission. This has been reported to HDC. However, they have not yet managed to do a site visit.

Cllr. Hill has seen a list of road improvements from WSCC. Rusper is not on the list with regard to the 20mph speed reduction. Cllr. Kitchen will keep pushing for this. Cllr. Hill asking Cllr. Kitchen to let Rusper PC know if it is being held up due to money. If it is, the Parish could be asked if this is something that they are willing to fund. The committee that deals with this only meet once a quarter, so Cllr. Kitchen will bring it up next time they meet.

Cllr. Hussey asked if WSCC had confirmed whether or not there is funding available for maintenance of finger posts. Cllr. Kitchen will look into this.

Cllr. Kitchen reported that the recycling bins at the sports field has been filled to the point of overflowing and need emptying. Also, the man who does the boot camp on a Friday cannot get his vehicle into the car park and has to park on the grass verge.

*Cllr. Kitchen left the meeting*

**1 APOLOGIES FOR ABSENCE**

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

**2 DECLARATIONS OF INTEREST**

None.

**3 MINUTES OF THE PREVIOUS MEETING**

These were agreed and duly signed by Cllr. Hill.

**4 PLANNING**

A Planning Sub Committee meeting was held on Tuesday 19<sup>th</sup> January to review the 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/15/2755 & 2756 – The Plough

It was agreed to support this application.

DC/15/2857 – Millfield Farm Buildings

Cllr. Sallows read the suggested response from Rusper PC as follows:-

*'Rusper Parish Council is strongly opposed to this planning application.*

*Rusper Parish Council's objections to the previous application DC/15/1736 still stand and should be considered in relation to this new, amended application for the same site.*

*This new application has reduced the number of houses, from the previous refused application, but still significantly extends the built up area of the village down East Street for future development. If the proposed changes to planning law go ahead and this application is permitted, it could provide the basis for an amended application with a presumption in favour based on the area being identified for development.*

*The area in the proposal still includes a road exiting onto East Street at a point which is extremely dangerous for traffic coming up the hill into the village. This has two major problems:*

- 1. It exits onto a fast road with poor visibility because of bends and, during the hours towards sunset, drivers are blinded by the setting sun.*
- 2. This road would significantly extend the built-up area of the village and open up the area for significant possible future development on green fields within the Crawley Horsham strategic gap.*

*Rusper Parish Council has serious concerns that this still extends beyond the current brown field area, albeit much*

less than the previous refused application. The key worry is that providing road access from East Street extends the current village boundary and opens up this whole area for further green field development.

Specific infrastructure issues relating to waste water removal have been highlighted by recent issues with the current processing plant and Thames Water have also responded, indicating their concerns in relation to this.

There is no "safe" access to this site, but the access from the Horsham Road, could provide access for a much lesser number of houses, where traffic is already moving slowly because of other restricting factors, such as parked cars and the school and village hall access points, as well as the existing 30mph limit, which we are petitioning to reduce to 20mph. Also, this access would limit development to the existing brown field area, because of the restricted number of vehicle movements it can support.

Once again, in summary, this development represents a significant over development of a small village location in a rural area that has already had more than the identified housing need provided by recent planning decisions. This is also not an area identified in the recently approved Horsham District Planning Framework (HDPF) for any development. The HDPF specifically excludes developments of this nature, and clearly identifies Rusper Village as an area where no significant development should take place.

Rusper Parish Council accepts that this site might prove a useful "windfall" site, for a small development within the existing brown field area, provided that it could be supported by the existing limited road access onto the Horsham Road.

In the event that there is any proposal to agree this application, Rusper Parish Council would expect to make representation to the full Horsham District Council to oppose this.

Rusper Parish Council's previous response to DC/15/1736 for information:

### **Rusper Parish Council response to DC/15/1736**

**Rusper Parish Council is strongly opposed to this planning application.**

The proposed area of development extends well beyond any existing brown field elements within the site and should be classified as predominantly a green-field development outside of the current village boundary.

The current proposed Horsham District Local Development Framework specifically excludes developments of this nature, and clearly identifies Rusper Village as an area where no significant development should take place.

There are a number of extremely good planning reasons for this. Rusper is a small rural village with a Grade 1 listed church and many Grade 2 listed buildings and this rural nature forms an important aspect of supporting the overall character of the District.

Recent decisions by the planning inspectorate confirm the nature of this site in relation to planning policies.

Ref: APP/Z3835/A/07/2060520 which clearly states "As a 'Category 2' settlement under LDF policy CP5, it is suitable to accommodate only small scale developments addressing local need". Note that 'demand' does not equate to 'need'.

Any development on the scale proposed in this application would significantly add to the pressure on the road system, which consists entirely of rural lanes only, with no significant roads to support this area. This in addition to the very poor provision of local public transport would contribute a major additional risk to the many non-motorised road users, including cyclists, horse riders and ramblers.

The speed and number of cars will almost certainly increase with the proposed massive North Horsham development, the traffic from which, will also cut through the village to avoid inevitable hold ups on the A264. Increased traffic, with impatient drivers, will pose an increased safety threat, especially with the proposed exit onto East Street, which is currently a 40mph zone with traffic coming round a bend. During the lead up to sunset, visibility is further impaired for traffic coming up the hill into the setting sun.

The additional street lighting required to support this scale of development will lead to significant light pollution, denying residents a clear view of the sky at night.

There are also a number of infrastructure issues relating to a development of this scale and although it may be possible to overcome some of these, this would not be without further significant impact on the character of the village.

Rusper School is full to capacity. The sewage system is already over-stretched and the power and water supplies all have capacity issues. There is also the increased risk of flooding or properties further down the hill resulting from water run off.

In summary, this development represents a significant over development of a small village location in a rural area that has already had more than the identified housing need provided by recent planning decisions.

In the event that there is any proposal to agree this application, Rusper Parish Council would expect to make representation to the full Horsham District Council to oppose this.'

The agent for this application reiterated that decisions on planning matters should be made in a public forum which has been publicised. However, members of the Council confirmed that the decision would be made by the full Council at this meeting. This statement was a recommendation from the Planning Sub Committee.

It was agreed by all members that this comment should be submitted to HDC.

The landowner felt that the statement did not take into account changes that had been made to this new application. Cllr. Sallows pointed out that the following issues still stand:-

- What is being shown as a brownfield site is different from what Rusper PC view as the brownfield land.
- The exit onto East Street is at a dangerous point in the road as it is on a 40mph stretch, on a bend, and the setting sun in the evening blinds drivers.
- The exit onto East Street opens up the village boundary and thus opens up the village for development that cannot currently be sustained.
- Rusper cannot sustain this development as it stands due to the number of units proposed.

The applicant made the following points:

- They believe the only overlap of the brownfield land is 1.5m of a garden that had hard standing put down before they owned the site.
- They hear the issues with the road, but they can only respond to the traffic report from HDC which says that the exit is suitable. They will discuss this further with HDC.

It was stated that Rusper PC's views have not changed throughout all of the applications that have been received for this site. However, they have accepted that the site is suitable for a small amount of windfall housing using the existing access.

## **6 TOILET FACILITIES IN CHURCH**

There is a requirement for an accessible toilet in the village. Previously this need was met by The Plough, which is currently closed. The church has proposed that the toilet is put in the church, but the estimate for this is £86,000. Rusper PC is aware that there is already a fund in place from fundraising, but not nearly enough to cover the estimate. Rusper PC agreed to look into other options. Newdigate has had a toilet built in their car park, and this could be a possibility for Rusper.

It was felt that a facility is needed sooner rather than later. The access to the toilet in the church would be via the church, which would only be available when the church is open.

It was agreed that Rusper PC will look into providing an accessible toilet in the car park as it is owned by the PC. Members of the Council will have a look at the facility in Newdigate, and also look around the car park to think about a suitable place.

ALL

S106 payments may cover the capital costs of this.

The Clerk will look into any available grants.

LB

*All members of the public left the meeting*

## **7 PLANNING (RESUMED)**

### **DC/15/2813 – Holmbush Farm Landfill Site**

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

### **DC/15/2784 – Outaway, Bonnetts Lane**

It was discussed whether Rusper PC should perhaps only agree to car parking sites that have been approved by Gatwick.

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

DC/15/2867 – Land at Stammerham Farm Cottages

It was agreed that there are no objections to this application.

DC/16/0015 – Little Park Enterprises, Charlwood Road

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

DC/16/0108 – Land at Kilnwood Vale

It was agreed that Rusper PC will not make any comments on this application.

**8 PREMISES LICENCE APPLICATION – THE FROG & NIGHTGOWN**

This licence has been granted. Rusper PC supported the application.

**9 INCINERATORS**

Cllrs. Hill and Sallows attended a meeting at Britanniacrest where the idea was put forward for an incinerator at the brickyard. The meeting was very poorly attended. The meeting was just to get comments from the public, who strongly objected to the idea of an incinerator. Britanniacrest had not done any research into the possible effect of particles released by the incinerator into the path of aircraft and how this could potentially be distributed further and mixed with the emissions from the aircraft.

**10 NEIGHBOURHOOD PLAN**

Area designation

This has been applied for and the area designation has been advertised by HDC.

Grants

The Clerk has applied for a grant of £2,500 from HDC.

Next steps

This is to set up a sub committee. A letter needs to be sent to parishioners to invite them to join this. Cllr. Sheridan will look into wording for this letter. AS

**11 REPORTS FROM REPRESENTATIVES**

Representatives from the proposed youth club did not attend the meeting. Cllr. Hill attended a meeting with them at HDC, they just need to bring the required information to a PC meeting.

Cllr. Sallows reported that the sports club has raised the issue of parking with the man who runs the boot camp on a Friday. They are considering putting something along the verges to stop people parking there. If they need support from the PC they will let them know.

It was agreed to go ahead with the new fencing around the car park. This will be done by Red Kite Fencing at a cost of £ plus VAT.

It was agreed to go ahead with an annual inspection of the playground at £100 plus VAT. This is with the same firm that has done it previously. The netting up to the slide is broken and needs repair before the inspection. Cllr. Hussey will look into this. GH

Cllr. Hussey will assess the most urgent finger posts that need repair. The Clerk has received a complaint from a resident about the post on the corner of Langerhurst Wood Lane and Green Lane. This is currently lying on the ground. GH

Cllr. Allen is due to attend a HALC meeting on Thursday 28<sup>th</sup> January. There will be presentations from WSCC and SALC.

Cllr. Lawton will be attending a meeting at GATCOM on Thursday. Members should let Cllr. Lawton know if there are any issues they would like him to raise. ALL

## **12 STANDING ORDERS & FINANCIAL REGULATIONS**

The Standing Orders were agreed and adopted.

The Financial Regulations were reviewed and it was agreed that they do not need to be updated.

All emails between members of the Council will now be sent to the dedicated Rusper-PC.org.uk addresses. The Clerk will send an email to everyone informing them of this. Cllr. Allen has offered to set up this email address on everyone's PC if they need help.

Clerk/  
RA

## **13 BROADBAND**

Cllr. Lawton has been in contact with a resident of Green Lane about super fast broadband. She has been speaking to the Better Connected team at WSCC. Cllr. Allen suggesting putting the plan on hold until the resident hears back from WSCC so that a plan can be made in conjunction with as many residents as possible.

## **14 CO OPTION OF MEMBERS**

The resignation of Cllr. Turner has been advertised. If an election is not called, there will be two seats to fill on the Council. The Clerk will now advertise the vacancies and contact anyone who has previously expressed an interest.

Clerk

## **15 GATCOM – APPOINTMENT OF DESIGNATE**

With Cllr. Turner's resignation, a new member needs to be appointed. There is a meeting on Thursday from 2-4pm following lunch.

## **16 CLERK'S REPORT**

The Mayday committee now have a bank account and so will not need funding from Rusper PC anymore, and they will be dealing with the road closure application themselves. The Mayday committee were supposed to cover the cost of the defibrillator, so they can now be asked for this.

Clerk

The traveller sites in Capel have been reported to Mole Valley, who have replied to say that:-

Riverdale Farm – They have engaged a planning agent to submit an application and this is ongoing.

Waffles Corner – There has been a mobile home in different forms on this site in excess of 12 years.

The electoral boundaries in West Sussex are being reviewed. The Clerk will circulate a map of the new boundaries, and try and find the current boundaries.

Clerk

HDC have responded to the complaint made to their Planning department. This will be sent around to all members.

Clerk

The Clerk will ask the Planning department if it is possible to meet case officers for their professional advice regarding certain applications.

Clerk

The Crawley Borough Council Local Plan was adopted on 16 December.

The surface water on Green Lane was reported to Highways. Their response was that the water seems to be from an underground source or excess water from higher ground. They have not suggested a solution to the problem.

Action in Rural Sussex is working with UK Power Networks to compile a list of 'places of safety' in the event of an emergency situation so that they can give priority treatment to these places in the event of a power failure. The Village Hall is currently designated as a place of

Clerk

safety for the Parish, so this can be fed back to Action in Rural Sussex.

Beacons will be lit on the Queen's 90<sup>th</sup> Birthday on 21<sup>st</sup> April. The National Association of Local Councils wants to know if Rusper PC want to take part and arrange a celebration. It was agreed that the Clerk will find out what needs to be done to be involved. Clerk

It appears that the streetlights have only been disconnected by having their fuses removed, and not disconnected from UK Power Networks. The Clerk is to find out the costs involved of having these permanently disconnected. Clerk

Streetlights have asked if a street light in Cooks Meadow should be changed to the same photocell as the others. Apparently this costs an extra £16-£18 per quarter because it is separate. To add it to the same photocell as the others would cost £80.50 plus VAT. It was agreed to go ahead with this. Clerk

Rusper PC now have a login for Parish Online. This has been sent to all members.

Payroll for the Clerk has still not been set up. WSCC need a service level agreement to be completed. The Clerk will send this around to all when it is received so that it can be completed ASAP.

There may be some items held in a safe deposit box at Lloyds. Lloyds have confirmed that a signatory should go into the Horsham branch to ask if they hold anything. Cllr. Forrest will do this. CF

## **17 FINANCES INC. PRECEPT & BUDGET**

### Precept & Budget

It was noted by Cllr. Sallows that the projected balance for the end of this financial year seems to be far below previous years. The Clerk will find out the year end balances for the last few years and report to members. Clerk

A precept of £25,100 was agreed.

### Reconciled accounts & bank statements

These were agreed and the bank statement and reconciliation was signed by Cllrs. Sheridan and Sallows.

### Grounds maintenance

The previous Clerk had reported that the contract for this was signed in March 2015 for one year, but Sussex Land Services have said that they tendered for three years. The Clerk is to try and locate the contract. Clerk

### Fencing at Church car park

See item 11 above.

### Invoices to pay

It was agreed to pay the following:  
2 x delegates at HALC conference 31/10/15 - £10  
Hire of Rusper Village Hall - £170  
Local Councils Update - £75

### VAT

The Clerk will make the application to reclaim VAT. Clerk

## **18 DATE OF NEXT MEETING:**

There will be a meeting of the Planning Sub Committee on Tuesday 16<sup>th</sup> February at 8pm.

The next full Council meeting will be on Tuesday 23<sup>rd</sup> February at 8pm.

The meeting closed at 11.05pm

LEANNE BANNISTER  
CLERK

DRAFT



# RUSPER PARISH COUNCIL

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Minutes of the Planning Sub Committee Meeting held in the Village Hall on Tuesday 19<sup>th</sup> December 2016 at 8.00pm

**Present:** Cllrs. G. Hill (Chairman), R. Allen, G. Hussey, C. Forrest and G. Sallows  
L. Bannister (Clerk)

**1 APOLOGIES FOR ABSENCE**  
None.

**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/15/2755 & DC/15/2756 – The Plough

There was no objection to this application, but the Clerk will try and find out details of how the sign will be illuminated.

DC/15/2813 – Holmbush Farm Landfill Site

Rusper Parish Council is concerned about the impact of this development on the infrastructure of the Parish, and the congestion on the A264.

DC/15/2784 – Outaway, Bonnetts Lane

Rusper Parish Council object to this application due to concerns with drainage of runoff water from the concrete into soakaways. By putting a permanent surface there that would make things worse for the surrounding area. It was unknown whether this site has permission for all around use of parking. LB

DC/16/0015 – Little Park Enterprises, Charlwood Road

Since 2004 there have been five planning applications refused for this site, and three enforcement notices served which have upheld the decisions. Based on this, and fact that the applicant has been breaking the law by ignoring the planning decisions and enforcement notices, Rusper PC believe that the application should be refused on the same basis as previous applications.

DC/15/2867 – Land at Stammerham Farm Cottages

No objections.

DC/15/2857 – Millfield Farm Buildings

Cllr. Sallows to circulate a proposed comment.

It appears that a building is being erected on Langhurst Lane (almost opposite Bridgehill Farm) which would require planning permission. The Clerk will report this to the Planning department.

LEANNE BANNISTER  
CLERK