

SLAUGHAM PARISH COUNCIL

Parish Council Meeting MINUTES

Thursday 28th November 2024 7.00pm – The Sports Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council Email clerk@slaughampc.co.uk Website: <http://www.slaughampc.co.uk>

Press and Public are welcome to attend - The Parish Council is an open and transparent local authority and encourages public attendance at meetings.



Present: Cllrs Julia Elliott, Eric Prescott, Lesley Read, Bob St George, Jane MacNaughton, Gary Marsh, Carole Stegglers

1. **Apologies for Absence:** To receive and accept apologies for absence. Cllr Philip Morris
2. **Declaration of interest from members in respect of any items on the agenda:** To record any declarations of interest: None
3. **Approval of the Minutes of the Previous Meeting/s held on 31st October 2024** -To receive and accept the Minutes
Proposed Cllr Marsh Second Cllr Dunn – To remove Cllr Jane MacNaughton who was not in attendance.
4. **Adjournment for questions from the public:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance in respect of items on the agenda: **None**
5. **Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
 - 5.1. **Mid Sussex District Council (MSDC):** Press Release/ updates cc'd in advance
District Plan hearing stage 1 is complete, below is a summary of the examiner's comments:
The Mid Sussex District Plan hearing (Stage 1). <https://www.midsussex.gov.uk/planning-building/mid-sussex-district-plan/> *The examiner raised several issues related to the council's development strategy, housing needs, and compliance with national guidelines. Summarised below:*
 1. **Development Strategy:** *The inspector questioned the council's lack of a clear, cohesive strategy for determining where housing should be built and how the options were evaluated. There was criticism regarding inadequate consideration of housing density and alternative approaches such as urban infill or brownfield development.*
 2. **Housing Needs:** *While the inspector acknowledged the council's housing targets, concerns arose about whether they adequately addressed both local and neighbouring areas' unmet needs. However, it was clarified that councils do not need to provide a buffer beyond meeting these needs.*
 3. **Unmet Needs and Cross-Boundary Pressures:** *Although neighbouring councils have acknowledged Mid Sussex's housing pressures and do not expect the district to absorb significant unmet needs from their areas, there remains a shortfall that must be addressed locally. The inspector's remarks highlight the need for evidence to justify current choices, hinting that areas with less development opposition or better infrastructure may be considered.*
 4. **Key Concept Debated:** *The "20-minute neighbourhood" concept was deemed not relevant for the district. That it might not align well with the district's needs and geography that it may face challenges in rural or dispersed areas. This could redirect efforts away from large-scale rural or isolated developments toward more integrated urban expansions or extensions to existing settlements. The "20-minute neighbourhood" is an urban planning concept focused on creating communities where most daily needs—such as access to work, schools, healthcare, shopping, and recreational activities—are reachable within a 20-minute walk or bike ride from home. It aims to foster sustainable, convenient, and liveable communities by reducing reliance on cars and encouraging local engagement.*
 5. **Transport and Infrastructure:** *Collaborations with National Highways and West Sussex County Council are necessary to address transport safety concerns and improve supporting evidence.*
 6. **Sustainability and Planning Compliance:** *The council needs to revisit and strengthen its sustainability appraisal, demonstrating alignment with the National Planning Policy Framework (NPPF), particularly regarding the Duty to Cooperate with neighbouring councils and organisations.*
 7. **Timeline and Modifications:** *The inspector emphasised that significant revisions and further public consultations are required before moving to Stage 2, likely delaying progress until at least early 2025. The housing plan period was extended to 2040.*

There is no definitive indication yet that the North of the Mid Sussex District will be targeted for additional housing to address unmet needs. However, some signs from recent hearings and local discussions suggest that the area might be under consideration. The council's submissions and the inspector's critiques suggest they may need to look at areas with better transport links and infrastructure, which could potentially include sites in the north, closer to the boundaries of Crawley and Gatwick

Northern areas of the district, particularly near the urbanised zones of Crawley, have historically faced higher development pressure due to proximity to economic hubs and major transport corridors like the M23. These factors could make the north a logical area for additional housing if the council seeks to optimize infrastructure use.

As mentioned above the inspector has asked for further work on transport collaboration and housing density, but specifics about additional site locations will likely emerge after the council completes these revisions. Future public consultations may provide clarity on whether the north will play a significant role in meeting the revised targets.

Given these points, the north remains a probable option, though no final decisions have been made. Further updates are expected as the council progresses with its modifications and consultations.

The next steps include producing updated reports and consultations, with a critical focus on ensuring the plan's soundness and compliance with national policies before its potential approval or modification. The council has been tasked with reviewing its housing evidence and sustainability appraisals, meaning potential new sites will likely emerge as part of this reassessment. These updates are expected before advancing to Stage 2 of the plan process.

5.2. **West Sussex County Council County Local Committee (WSCC/CLC) – Press Release/s updates cc'd in advance:**
None Present

6. **Committee Reports:** Council to consider the recommendations, receive and note committee and advisory group/updates:
To approve meeting and or briefing notes received in advance of the meeting convened:

- 6.1. **Finance & Policy Committee:** To update members on current activities: To approve meeting/note minutes and recommendations: The Committee convened on 25th November to review the draft budget in preparation for presentation to the full Council in January. This year, the Committee is considering a budget increase to account for projected expenditures associated with major projects planned for 2025 and into 2026.
- 6.2. **Recreation:** To update members on current activities and to approve meeting/note minutes from meeting held:
- Allotment rubbish clearance planned for next week.
 - A new light has been installed at MacNaughton Hall to provide better visibility for hirers approaching the building during evening hours. Regular users have now agreed to resume using the building.
 - The Committee agreed to meet in February to review the following
 - the works programme for the allotments
 - the Knapes Field.
 - the toilets on the recreation ground
- 6.3. **Neighbourhood Planning: Land at St Martin Close** - To update members on current activities to review and approve meeting/note minutes where required: The Committee have been instructed to convene a meeting to review their position and resolve how to proceed, given the lack of impetus from the developers of the adjacent site who have expressed interest in acquiring the site.
- 6.4. **Planning Committee:** Members to consider updates: To approve meeting minutes of meeting/notes cc'd in advance
- 6.4.1. Slaughter Manor DM/16/2531 S106 Agreement Affordable housing contribution – To update members on the recent MSDC planning committee decision – The LPA agreed to remove the obligation to deliver the affordable housing contribution.
- 6.5. **Communications Committee:** Members to consider updates: To approve meeting minutes of meeting/notes
- 6.5.1. Members to review draft website and approve ahead of launch: *link cc'd in advance* - The Clerk raised concerns regarding the transition of the website, particularly about ensuring adequate resources are available to review its content alongside the current workload. A meeting will be held in the new year to review project status. The Clerk will continue to implement the Councils new .gov domain.

7. **Chairman's Report:** to receive verbal report for the Chair:

8. **Clerks Report** – to receive information, verbal or written report from the Clerk papers cc'd in advance

- 8.1. To update members on other matters/projects currently being pursued by the Clerk.
- 8.1.1. High Street Enhancements – The Clerk met with the manager at Nymans, who agreed to support the Council with the planting of cherry trees and the installation of raised planters near the bus stop. Nymans has generously funded the cherry trees, which will go into quarantine on-site, and has offered assistance with the design and selection of foliage for the planters. Additionally, we are exploring a community-based project involving local children to coincide with ongoing discussions about donating an allotment plot.
- 8.2. Members Registerable Interests – Form's refresh cc'd in advance
- 8.3. Handcross Community Bus – Committee request for guidance regarding future management challenges. The Clerk was instructed to coordinate a meeting with the other Parishes connected/use the Community Bus and feedback to the Council.

9. **Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve: Bank Reconciliation for month October 2024 Approval in line with scheme delegation (*Ref: Bank Payment Analysis October cc'd in advance attached*) **RECOMMENDATION:** The Committee approves the schedule of payments for November 2024 as listed: APPROVED RESOLVED Proposed Cllr Dunn, Second Cllr Marsh

Slaugham Parish Council				Date: 27/11/2024		Slaugham Parish Council		Page 1					
Income and Expenditure Account for Year Ended 31st March 2025				Time: 14:33		Cashbook 1		User: SM					
				Current Bank A/c		Payments made between 01/11/2024 and 27/11/2024							
31st March 2024		31st March 2025		Nominal Ledger Analysis									
Income Summary				Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
136,000	Precept	139,000		01/11/2024	Defbo Store Ltd	BACS	172.80		23.80	4413	401	144.00	Defbo Store Ltd
136,000	Sub Total	139,000		04/11/2024	British Gas	DD	235.80			4502	401	235.80	MacHall Gas Energy
	Operating Income			05/11/2024	Adobe Product	DD	19.97		3.33	4122	101	16.64	IT Support Adobe
5,966	Income	16,709		06/11/2024	Adobe Product	DD	9.98		1.66	4122	101	8.32	Adobe Support
141,966	Total Income	155,709		26/11/2024	SSE Energy Supply	DD	452.72		21.56	4500	501	431.16	Street Light UMS Energy
	Running Costs			27/11/2024	TSM Ltd	BACS	144.00			4418	401	144.00	Wf Sports Pavilion
79,976	Administration	59,129		27/11/2024	Foster Landscapes Ltd	BACS	225.22		37.54	4401	401	93.84	Playground Inspections HX
784	Allotments	1,464								4415	401	93.84	Playground Inspections Slaugh
5,978	Highways	21,825		27/11/2024	Nelson IT Solutions	BACS	85.20		14.20	4124	101	71.00	IT Support
37,143	Playing Fields	48,331		27/11/2024	Mulberry & Co	BACS	195.00		32.50	4110	101	162.50	Interim Audit
6,399	Street Lights	4,281		27/11/2024	Elis Cleaning Services Ltd	BACS	138.60		23.10	4414	401	84.00	Sanitary Units Halls Mac Hall
1,189	General Works	0								4418	401	31.50	Sanitary Units Halls Pavilion
131,469	Total Expenditure	135,629		27/11/2024	Dudley House Trust HX Hardware	BACS	23.88		3.98	4418	401	19.90	Various Cleaning Equipm
	General Fund Analysis			27/11/2024	St Catharines Hospice	BACS	500.00			4417	101	500.00	Grant/Donation S137
62,961	Opening Balance	73,458		27/11/2024	Parish Office	BACS	242.39			4140	101	177.39	Trawl
141,966	Plus : Income for Year	155,709								4145	101	45.00	Use of Home
204,927		229,168								4138	101	20.00	Tel/Mobile/Broadban
131,469	Less : Expenditure for Year	135,029		27/11/2024	Lukes Garden Service	BACS	360.00			4415	401	80.00	Slaugham Playground
73,458		94,138								4406	401	130.00	Pease Pottage Village Green
0	Transfers TO / FROM Reserves	32,750								4411	401	60.00	Handcross Recreation
73,458	Closing Balance	61,388								4414	401	90.00	Lukes Garden Service
				27/11/2024	West Sussex County Council	BACS	4,709.70			4100	101	4,709.70	Salaries November 2024
				27/11/2024	Three Mobile PPCC	BACS	10.79		1.80	4414	401	8.99	Three Mobile WIFI PPCC
				27/11/2024	Viking Office UK Ltd	BACS	358.55		56.76	4135	101	298.79	Stationery/Equipm
				Total Payments: 7,894.00 0.00 228.23 7,665.37									

10. Correspondence/Information Items/Publications/Consultations: (*Correspondence cc'd in advance to members*)

11. Highways/Footpaths: to review highways projects/consultation items

11.1. Highway infringement - Spronkets Lane - Warninglid NOTED

11.2. The Council to consider pursuing two new 20mph traffic regulation orders for the High Street, Handcross and Horsham Road, Pease Pottage <https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/> NOT APPROVED
Members to look at additional traffic calming as part of the working group criteria to be progressed in January.

11.3. West Sussex County Council proposes to make a permanent Traffic Regulation Order that will introduce a 40 MPH speed limit on High Beeches Lane/High Street, from its junction with London Road (B2114) at Handcross, north-eastwards to its junction with the B2036. Below is a link to the TRO Team's consultation web page, containing plans showing the new restriction, the public notice, statement of reasons for proposing the Order, and the draft Order itself.
Please note the formal consultation on the proposed new Order. Any comments or objections to the scheme before 12 December 2024. <https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/> **NOTED**

12. Police / NHW Report / Resilience Group Reports

12.1. Crime Reports cc'd members – Updates issued to members in advance

13. Any other matters that the Chairman wishes to raise for future discussion:

Replacement sign for MacNaughton Hall - Cllr Eric Prescott recommended a contact at the Parish Hall, Cllr Jane MacNaughton to investigate further.

Members to undertake additional reviews of salt bins.

14. Date of next meeting/s –

Signed: _____ Date: _____