



**Minutes of the Meeting of the Parish Council
Wednesday 6 March 2019
at Billingshurst Centre at 7.30pm**

Present

Cllrs P Berry (Chairman), B Barnes, G Commins, A Grant, D Homer, P Leaney, J Perks, R Margetts, A Pearson, K Peters, B Spicer, Mrs L Wilding and Mrs S Wilson.

In attendance

G Burt, Clerk to the Council
District Cllr Mrs K Rowbottom
County Cllr Mrs A Jupp
4 Members of the public

17/19 Chairman's Announcements

The Chairman reported that he was recently very honoured to have been asked to attend celebrations to mark 100 years of the WI in Billingshurst; it was lovely to see that the group is as strong and as active now as ever.

He recently sent Councillors notes from a meeting he had with Denise Campbell, who wanted to update the Council regarding the EYE Project. He mentioned in the notes that HDC may be asking for a letter affirming the Council's position regarding the project. This request has now been received and the Clerk will be preparing a letter in due course.

He asked that Councillors please help to publicise the Billingshurst Showcase event being held on Saturday 23rd March.

18/19 Apologies

Apologies for absence were received from Cllrs A Du-Lieu and G Commins, (prior engagements). On the proposal of Cllr P Berry, seconded by Cllr Mrs L Wilding, **RESOLVED** that the reasons given be accepted.

19/19 Declarations of Interest, Notification of Changes to Members' Interests, and consider any requests for a dispensation.

Cllr Mrs L Wilding declared a prejudicial interest in Minute 21/19 (as she had already commented in a personal capacity) and also a Personal interest in Minute 28/19 as a member of the Flood Action Group. Cllrs P Berry and K Peters declared personal interests in Minute 21/19

Adjournment for

20/19 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

Mr M Sheath said that the Billingshurst & Horsham Chamber of Commerce was very much in favour of the development at Platts Roundabout; they thought it would bring much economic benefit to the area.

Resume Meeting.

Cllr Mrs L Wilding left the meeting.

21/19 To consider major planning applications:

Cllr Berry stated that “Although we have a Planning Committee, the Clerk and Assistant Clerk felt that due to the time restraints regarding commenting on this application and to ease the pressure on an already busy Planning Committee that this item was best considered at a full Council meeting. I would like to remind members of the public who are present that planning permission will not be granted, or indeed refused at this meeting, this will happen at a later date at District Council level. The Parish Council, like members of the public is a statutory consultee in planning applications.”

DC/19/0295

Hybrid application for the erection of petrol filling station with convenience store and sandwich bar, car wash, jet wash and car parking; motorcycle showroom and workshop with associated car parking; outline planning permission for flexible employment space (B1b/B1c/B2/B8) totaling 4,627sqm with associated car parking and circulation space (scale, landscaping and appearance reserved); new access to the site from A272 and pedestrian link to footbridge over A29. Land at Platts Roundabout, Newbridge Road, Billingshurst.

Several Members spoke in support of this application. On the proposal of Cllr J Perks, seconded by Cllr D Homer **RESOLVED** that Parish Council supports this application, subject to the further information requested on air quality being supplied and access and lighting concerns being addressed: -

- Air quality – concerns raised have been noted and the Parish Council would like to endorse the request by HDC that further emission damage cost calculation and mitigation details are submitted;
- Similarly, it is noted that WSCC Highways have asked for additional information in regard to the potential speed limit reduction and the splays required. Both Parish Councillors and members of the public have expressed concerns regarding safety when vehicles are exiting the site, particularly for vehicles turning right which could be in conflict with eastbound traffic on the A272 and vehicles exiting the Jubilee Fields and Household Waste Recycling site. Councillors would prefer to see the access moved to the west if possible;
- Light pollution – concerns were raised with regard to the impact of light nuisance for residents, particularly the carwash facility being available until 11pm and the service station being in operation for 24 hours.

Councillors wished to thank the agent for the excellent communication throughout the process and the level of community engagement with both Parish Council and residents.

Cllr Mrs L Wilding returned to the meeting

Adjournment for

22/19 Report from County Councillor

County Cllr Mrs A Jupp reported that she would follow up with WSCC our concerns about the proposed new access opposite Jubilee Fields. Following concern from Carpenters residents about inconsiderate parking and litter etc. from parents of Billingshurst Primary School, she was working with the School and Neighbourhood Wardens on hopefully engaging with parents to resolve the issue; the possibility of utilising the Leisure Centre Car Park at school times was suggested. She also said that WSCC were undertaking their periodic review of the Controlled Parking Zone (CPZ) in the village and if the Council wished to comment the closing date was late March. The Clerk would ascertain the actual closing date and put it on the next F&GP Agenda.

23/19 Report from District Councillors.

Cllrs G Lindsay and N Jupp tendered their apologies.

Cllr Mrs K Rowbottom reported that over 400 events were planned for the Horsham District Year of Culture so far, not to mention the annual *Piazza Italia*. HDC were planning significant improvements to *The Capitol* in Horsham.

Cllr J Perks was interested to learn of Cllr Mrs Rowbottom's views on the new SHELAA, in so far as it affected Billingshurst. She would let him know in due course.

24/19 Report from Council Representatives on Outside Bodies.

None

Resume Meeting

25/19 Minutes

The draft minutes of the meeting held on 9 January 2019, previously circulated were taken as read. On the proposal of Cllr D Homer seconded by Cllr K Peters **RESOLVED** that the minutes be accepted and signed as a correct record accordingly.

26/19 Matters Arising

None

27/19 To consider the following:

That HDC be asked to increase the number of residential permits in the Library Car Park. (Proposed by Cllr A Du Lieu.)

Following a discussion, on the proposal of Cllr P Berry seconded by Cllr Mrs L Wilding **RESOLVED** that HDC be asked to review the number of residential and business permits in the Library Car Park, with a view to increasing the former.

28/19 To consider the following:

In light of the flooding that occurred on 31 May 2018 and the continuation of flooding to many areas of Billingshurst, flooding should be added to the Billingshurst Emergency Plan (when progressed) to assist residents affected by future flooding. (Proposed by Cllr Mrs L Wilding.)

Cllr Mrs Wilding was concerned that action plans and strategies designed to prevent significant flooding in the village, devised following previous floods, were not being implemented. The significant housebuilding around the village since was only exacerbating the problem. Principal authorities would always tend to give priority to flooding in the larger towns. Cllrs agreed that an element of self-help would be required in the future to protect properties in the village. On the proposal of Cllr Mrs Wilding seconded by Cllr A Grant unanimously **RESOLVED** the motion as tabled. The Chairman suggested that an Emergency Plan was something the new Council might like to take on.

29/19 To consider RECOMMENDATION from the F&GP Committee of 30 January 2019 that the Council's Corporate Risk Assessment be approved. (Minute 10/19 refers)

On the proposal of Cllr P Berry seconded by Cllr K Peters **RESOLVED** that the Council's Corporate Risk Assessment be approved

30/19 To note arrangements for Annual Parish Meeting of Electors: Tues 16 April 7pm. Speaker: Mike Sandford-West, Executive Manager, Billingshurst Surgery. NOTED (Cllr D Homer requested that the microphone be set up for this occasion.)

31/19 To Receive the Approved Minutes of Committees

- a. On the proposal of Cllr D Homer seconded by Cllr Miss S Kingston **RESOLVED** that the minutes of Planning & Environment Committee of 6 December 2018 and 10 January 2019 be received.
- b. On the proposal of Cllr K Peters seconded by Cllr P Leaney **RESOLVED** that the minutes of the F&GP Committee 19 December 2018 and 30 January 2019 be received.
- c. On the proposal of Cllr B Barnes seconded by Cllr Mrs S Wilson **RESOLVED** that the minutes of the Property Committee 21 November 2018 be received.
- d. On the proposal of Cllr Miss S Kingston seconded by Cllr Mrs S Wilson **RESOLVED** that the minutes of the Working Practices Committee 24 October 2018 be received.

32/19 Update from Cllr J Perks on Billingshurst Neighbourhood Plan.

I have taken a couple of enquiries regarding progress of the developing Neighbourhood Plan and I thought it appropriate to update Councillors at this meeting, being our last before the upcoming election.

The Working Party has, with guidance from Navigus Planning, produced a draft Plan. This has built significantly on parishioners responses received at the various consultation events undertaken at the start of this work. The draft Plan is the result of considerable effort from many people – I would like particularly to thank Lesley, Sue and all others involved for undertaking the valuable consultation work.

The draft Plan has considered the many issues highlighted through those consultations. Strong themes have developed, such as the amount of future development our parish could be exposed to; to protect our high street and our environment; to ameliorate car parking pressures. As Councillors will be aware, the Plan is not able itself to determine and address all concerns and issues raised by residents, such as additional local health provision or additional school capacity; those are for others to deliver. The Plan is principally intended to steer Horsham District Council in making its planning decisions.

The draft Plan was shared with Horsham District Council prior to Christmas. This is encouraged in order that the Plan is assessed to be in conformity with the District Council's Local Plan, which is a requirement of all Neighbourhood Plans. We expect to hear from the District Council shortly in this respect. At this time, and I hope you understand, it would be premature to confirm the content of the draft Plan as it could be liable to change and I would not want anyone to have expectations dashed or raised unnecessarily. It is the Working Party's intention to review the draft Plan once Horsham District Council has supplied its comments, to then revise the document as appropriate before presenting it to Full Council for support prior to initiating the formal public consultation process. Councillors should be aware that the requirements of the consultation process are such that it could take 9 months to finalise the Plan once that consultation has been initiated, so this work will need to continue when the next Council is formed.

33/19 Neighbourhood Wardens - to receive Wardens' Reports for January and February.

NOTED. Members praised the work of the Wardens and their excellent reports.

34/19 Any Other Matters for Information

The Clerk reported that there would be an Extraordinary F&GP meeting the following Wednesday (13th) at 6pm, to discuss appointing a new youth activity provider. He would be attending an event the evening before to learn more about *Sussex Clubs for Young People (SCYP)* if any Cllr wished to join him. Cllr Mrs S Wilson suggested that one of the Neighbourhood Wardens (B Faust) may be interested.

The Chairman stated

“May I wish any of you planning to re-stand for election the very best of luck? Equally, may I thank those who do not stand, or stand and do not get elected, for everything they have done whilst being a member of Billingshurst Parish Council. We have not always agreed or got along all the time but during this Council’s term we have had to deal with some difficult issues, not least having to recruit a new Clerk. Looking back, I think the Council has made some positive decisions for the Parish of Billingshurst and I think Councillors and staff alike have managed the Council’s affairs wisely. As this Council’s term comes to an end, I am sure that you will all join me in thanking our Clerk and his team and of course the Centre Manager and her team for everything they have done in the past 4 years. We sometimes don’t make life easy for them, and of course they often have to deal with disgruntled members of the public but we have a good team of staff and they are appreciated; I of course include our hard working Litter Wardens Colin and Roland in this.”

**35/19 Next (Annual) Meeting: Wednesday 8th May 2019 at the Billingshurst Centre.
NOTED**

The meeting closed at 8.48pm.

Chairman

Date