

Pyecombe Parish Council

67 Oak Tree Drive, Hassocks, West Sussex. BN6 8YA

Tel: 07909 332605.

Email: parishcouncil@pyecombe.org.uk

Website: www.pyecombevillage.co.uk

Minutes of the ANNUAL MEETING OF THE PARISH COUNCIL on Tuesday 16th May 2017 at Wayfield Park Farm Shop at 7:30 pm

Present – Cllr D. Wilson – Chairman, Cllr M.Saich, Cllr G. Bishop, Cllr C. Bere and Cllr T. Cullen.
Clerk and RFO – Mrs D. Langston
Mid Sussex District Councillor J. Wilkinson
West Sussex County Councillor J. Dennis
One Member of the public

Minutes

- 33.17 To elect the Chairman of the Parish Council and receive declaration of office.** Cllr Wilson was proposed by Cllr Saich seconded by Cllr Bere and duly elected. A declaration of office was signed and passed to the Clerk.
- 34.17 To elect Vice Chairman of the Parish Council and receive declaration of office.** Cllr Saich was proposed by Cllr Wilson seconded by Cllr Bishop and duly elected. A declaration of office was signed and passed to the Clerk.
- 35.17 Apologies for Absence.** There were no apologies received.
- 36.17 Declaration of interest by Councillors on any item on the agenda.** None declared.
- 37.17 To receive and consider any West Sussex County Council reports and communications.** Cllr Joy Dennis the new West Sussex County Councillor for the parish gave an introduction on her role. The hand over from Peter Griffiths has highlighted several existing issues which she will continue to investigate on our behalf. These include Operation Watershed and Highways items. Council raised concerns over the recent planning decisions which it felt were impacted on by the Highways report. Clerk will email outstanding issues and a short background on these items to Cllr Dennis. **Action: Clerk.**

Cllr Dennis left the meeting as this point.

38.17 Public Forum (maximum of 3 minutes per person, with an overall limit of 15 minutes). Resident highlighted his disappointment with the recent planning decision for land to the South of St. Helens. Parish Council will raise a letter to SDNP Director, Planning Officer and WSCC Highways to highlight their concerns surrounding the safety aspect and impact on the highway that this application will have. **Action: Clerk**

39.17 To receive and consider any Mid Sussex District Council reports and communications. Cllr J Wilkinson confirmed at the recent Annual Meeting of MSDC last week he was appointed as Vice Chair of the District Planning Committee whilst Cllr Watts-Williams was appointed as Vice Chair Planning Committee A. Following comments from Council regarding the issues with SDNP planning decisions Cllr Wilkinson confirmed that there has been no liaison between SDNP and MSDC. This is despite reassurances that information would be shared on planning applications for MSDC Parishes within the SDNP. Council will highlight their concerns regarding this matter to SDNP.

Cllr Wilkinson left the meeting at this point.

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40.17. To approve the Minutes of the Parish Council Meeting held on 7th and 31st March 2017. Council agreed minutes were a true record these were signed by Chairman.

41.17 Community Issues

41.1.17 Fly tipping Church Lane –Council have received a complaint about continuing fly tipping along Church Lane. Clerk will raise a letter to be circulated to all households highlighting the issue. **Action: Clerk**

41.2.17 Traffic Bollards on London Road – Posts are due to be delivered shortly. Once delivered Clerk will liaise with Cllr Saich regarding installation.

41.3.17 Work stream items Litter pick parish tidy up - Council resolved to hold a Parish Litter pick on Thursday 22nd June 107 between 5:00 pm and 7:30pm. Clerk will investigate equipment loan from MSDC. **Action: Clerk.**

42.17. To receive a report regarding planning matters. Please note that any plans received in the interim period will also be discussed at this meeting.

SDNP/17/01777/FUL Office Premises Adjacent Chantry Lodge, Pyecombe Street, Pyecombe. External alterations (new roof, relocated entrance and replacement windows) to facilitate change of use from offices to single dwelling house. Council resolved it had no objections to the application subject to receiving confirmation of parking arrangements. **Action: Clerk.**

SDNP/17/02286/FUL Hobbs Cottage, Haresdean Lane, Pyecombe. Demolish Existing Garden Room and erect Garden Room with further storage. Grade II listed.

SDNP/17/02287/LIS Hobbs Cottage, Haresdean Lane, Pyecombe. Demolish Existing Garden Room and erect Garden Room with further storage. Grade II listed.

Council felt that the paperwork available from the SDNP Planning Portal did not show enough detail on the scale available. Clerk will contact SDNP and request full copies of relevant plans for both applications. **Action: Clerk.**

43.17 To receive decisions regarding previous planning applications:

SDNP/17/01448/HOUS Tallai House, 6 Church Lane, Pyecombe. Raising existing brick built balcony/ patio area and providing privacy walls. Rear conservatory ground floor extension. Application Approved.

SDNP/17/01260/FUL Land to The South of St Helens, Church Lane, Pyecombe. Erection of detached house with associated car parking and access drive. Application Approved.

SDNP/17/00268/FUL BP Garage London Road, Pyecombe. Redevelopment of the existing petrol filling station to include: an extended sales building; reformed shop front terrace with protection bollards; reformed parking layout; and the re-positioning of the existing floodlight. New surfacing and landscaping on redeveloped areas. Application Approved.

44.17. Acceptance of all Standing Orders previously emailed to Councillors. All Standing orders were accepted.

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45.17 To nominate the Councils representatives to outside bodies including Mid Sussex Association of Local Councils and West Sussex Association Local Councils. Council resolved to elect both Cllr D. Wilson and Cllr T. Cullen as representatives to these bodies.

46.17 Financial Matters

46.1.17 To carry out a review of the system of internal control and prepare the Annual Governance Statement. Council reviewed the internal control procedures and prepared the Annual Governance Statement.

46.2.17 To decide and approve the appointment of the Internal Auditor 2017/2018. Council resolved to contact a local resident who may consider the appointment. Should the resident not be willing to undertake the task Clerk will contact Peter J Frost for support. **Action: Cllr D. Wilson/Clerk.**

46.3.17 Orders for payment:

£ 17.69 D Langston

£330.84 MSDC Invoice 4097627690

£ 96.82 D Wilson Newsletter Expenses

£328.91 WSCC Invoice 8001224036

46.4.17 To receive and approve the Accounting Statements for the year ended 31st March 2017. Council reviewed the Internal Audit Report. The Accounting Statement was duly signed by the Chair Cllr D. Wilson.

Action: Clerk

47.17 Dates for future Meetings;

Tuesday 6th June – Extraordinary Meeting

Tuesday 11th July 2017

Tuesday 5th September 2017

Tuesday 7th November 2017