

**MINUTES OF BALCOMBE PARISH COUNCIL (BPC)
HELD IN BRAMBLE HALL ON
Wednesday 3rd May 2023 at 8pm**

Present: Cllrs Lloyd Thompsett – Chairing (LT), Manouchehr Nahvi (MN), Massi Smith (MS), Paul Williams (PW), Nick Major (NM), Nicky Gould (NG), and Jo Blundell
District Councillor Gary Marsh (GM & County Councillor – Bruce Forbes (BF)

658. Declarations of personal or pecuniary interest in any agenda item listed

All Cllrs present – Personal interest in Little Colliers DM/23/0633.

659. Apologies for absence

Alison Stevenson (AS) – travelling, Helen Caudrey (HC) - studying, and Nick Beecroft (NB) - Travelling

660. To approve the Minutes of the Meeting held on 5th April 2023

The minutes for the meeting were approved as a true record and signed by the chairman.

661. Public Participation

None

662. Chairman’s announcements

The Parish Council received a thank you letter from 4 Sight Vision Support for the £100 donation.

663. Matters currently being pursued, report from the Clerk

- The Annual Parish Meeting is set to take place on 17th May at 7:30pm.
- Provided an update on behalf of the organiser of the King’s Coronation events, Sarah McLarin - there will now be a free event/DJ held in the Victory Hall on Saturday 6th May, on Sunday 7th May – free event at the Cricket club comprising of: children’s activities, a band, inflatables etc, residents are invited to bring a picnic and enjoy the afternoon/evening. On Monday 8th a volunteer morning is being organised. £1000 has been granted from MSDC, £400 from the Parish Council and funds received from the Fete committee and Christmas Society.

- **Updates on Planning applications:**

Number	Site/Address	Proposal	Decision/ Decision Date
DM/23/0620	6 London Road	Single storey rear extension, external porch and associated landscaping.	Decision Date -17 th April 2023 Approved
DM/23/0673	Land Adj. to Balcombe House, Haywards Heath Rd	Advertisement Application Proposal: Two-sided freestanding non-illuminated sign.	Decision date –26 th April 2023 Consent granted.
DM/23/0273	Worth Forest Glamping, Worth Lodge Cottage, High St	Application for existing glamping site to host weddings within the existing site boundary.	Decision date: 24 th April 2023 Permission granted.
DM/23/0670	Albany, Deanland Road	Trees in a Conservation Area Proposal: T1 Intermingled Holly and Willow - remove. T2 Plum tree - remove. T3 Willow - crown raise up to 2m. Site Address: Albany Deanland Road Balcombe Haywards Heath	Decision date: 21 st April No objection.
DM/23/0587	Victory Hall, Stockcroft Road	Demolition of two separate external walls and construction of new external walls and roof to provide an internal corridor between existing	Decision date: 19 th April 2023 Permission granted.

		buildings, improving disability access into Victory Hall/Balcombe Club.	
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664. Planning - to consider the following applications:

Number	Site/Address	Proposal	Assigned
DM/23/0548	Forest Farm, Paddockhurst Lane, RH17 6QZ	Application for the removal of Condition 2 of planning permission 13/02388/COU.	All
Balcombe Parish Council objects to the conversion to a separate dwelling. This is contrary to AONB and District Plan Policy. BPC commented on application DM/13/02388/COU that the condition on ancillary use be applied, and this comment still stands. Councillors were unable to interpret the application, the application referred to does not resemble the current plans.			
DM/23/0986	Land At Bowders Farm, Haywards Heath Road	Erection of a 30m high lattice mast supporting two headframes. Installation of 12 no. antennas on both headframes. 16 no. Radio equipment cabinets. Creation of a dedicated compound secured by 1.8m high mesh link fencing and an access gate measuring 15m x 8m. Compound is to be levelled. Installation of 1 No. shared metre cabinet. New access track from Haywards Heath Road, 3m wide and extending along the farms site boundary. Other ancillary development thereto including RRUs, BOBs and MHAs.	All
Balcombe Parish Council do not object to the application.			
DM/23/0633	Little Colliers Cottage, Mill Lane, RH17 6NP	Vary condition 2 relating to planning reference DM/22/2110 to allow for revised plans. Revised drawings, Heritage Statement and Materials Schedule received on 20/04/2023.	JB
Balcombe Parish Council would like to defer to the conservation offers comments.			

665. To consider Planning Applications received after publication of Agenda.

DM/23/1124 Site	The Coppice, Oldlands Avenue	Trees in a Conservation Area Proposal: T1 Macrocarpa - Crown reduction by 7 meters.
BPC would like to defer to the tree officer.		
DM/23/1156	St Agnes, Bramble Hill	T1 Seed Sown Elder – Fell. T2 Sycamore – Fell.
BPC would like to defer to the conservation and tree officers.		

666. To receive an update from groups:

Recreation, Play, youth and halls: Stuart Brown from MSDC leaving 5th May; replacement not yet known for management of play areas and parks.

Neighbourhood Plan: BPC wrote to MSDC and Shanly reminding them of the discussions and commitments made by Shanly to create a separate access to the village car park at the approved development site and requesting support to achieve it. In response they confirmed they will build what has been approved. Councillor GM stated that MSDC would not take on a car park without its own access. BPC to decide how to proceed once Shanly submit their plans and specification for the car park to MSDC.

Planning & New Development: No further updates.

Transport: Awaiting confirmation from MSDC with relation to if S106 funding can be drawn down for Speedwatch equipment – A SID and speed gun. Cllrs NG and LT met with John Cunningham and Christine Ellison from WSCC to look at potential Speed indicator Device post locations, as well as Community Highway Project proposals.

Energy: Cllrs HC, NB, MS and PW met with Tom Elphick and Trevor from WSCC Highways regarding surface water flooding. Victoria/Deanland/Haywards Heath Roads: the recommendation was to

work from the bottom up, as there is clearly an issue with the drainage becoming overwhelmed during heavy rain around the Deanland Road/Haywards Heath Road. BPC are now to pursue obtaining a survey to determine the reason for this (collapsed/blocked/insufficient capacity) so they can put together a plan for the works required to resolve this. Tom is going to speak to Sue Furlong (from Operation Watershed) to see if this can be funded through highways. Timescales to be confirmed but this is unlikely that any remedial works will take place in 2023. The gully's along Haywards Heath Road (that they checked) on the Deanland Roadside are blocked so they will request these are cleared. London Road path (at the bottom of Newland's down to the station) – they will put a request in for the gully's to be cleared as this is likely a maintenance issue (it's flooding in a place that is not highlighted on the flood map).

Admin and Assurance: Clerk to contact the insurance company and clarify if some of the listed items covered in renewal policy documents are standard/generic for Parish Councils.

667. Updates on proposed community highway scheme projects.

- a. The footpath on the Haywards Heath Road – from the meeting with WSCC it was suggested to pursue installation of 3 defined crossings positions consisting of raised tactile buff paving. The three locations being: Mill Lane, Deanlands and Bretts. Cllrs to progress applying for a Community Highways Scheme. Cllr PW has organised a working party to clear debris from the footpath on the Haywards Heath Road, and he and the Clerk have been communicating with the landowners on the Haywards Heath Road to try to maintain the hedge.
- b. School crossing on the London Road – Cllr LT has spoken to the Head Teacher of the primary school -Wendy Millbanks who is supportive of the potential Community Highways Scheme. A location has been suggested by John Cunningham WSCC.
- c. 20 mph zone application and survey for the centre of the village – A survey has been prepared and an application has been produced by the Parish Council to apply from the Traffic Regulation Order. The survey will be circulated via the Annual Parish Report.

668. Financial

- a. The End of Financial year accounts have been prepared and will be signed off at the Parish Council AGM on the 17th May along with the AGA.
April Cashbook and Receipts and reports will be circulated for the May 17th Meeting.

669. To consider grant applications from the following applicants:

- Balcombe 1961 Club – total requested: £2400 (breakdown: Coronation party - £1000, Summer Outing £900, Xmas celebration £500) – The parish councillors rejected the application on the grounds that the application did not support the grant criteria as a closed group club.

670. To decide whether to install cameras/CCTV on the recreation ground pavilion; this is due to further vandalism to the building, and the recreation ground.

Cllr GM suggested contacting MSDC to obtain clarification on legalities and legislation surrounding installation of cameras in a public space, and a building owned by MSDC. Some research had been carried out by councillors to source less costly equipment; that would be fit for purpose. Clerk to obtain further information and report back to council.

671. To replace three rotten windows at the rear of Bramble Hall at a cost of £2855 inc VAT.

Clerk to contact MSDC Planning for pre-application advice. Subject to planning approval it was resolved to replace the three rotten windows – BPC are responsible for a full repair lease on the building.

672. To replace/convert a further 16 lampposts to LEDs.

It was resolved to proceed with the replacement of the lanterns and additional remedial repairs to bring the lampposts up to the required standards.

673. Correspondence
No comments from councillors

656. Exchange of Information
The annual report is being finalised and will be distributed prior to the Annual Parish Meeting on 17th May at 7:30pm. Copies will also be available at the meeting.

There being no further business the Chairman closed the meeting at 10.04pm

**THE NEXT REGULAR MEETING OF THE COUNCIL WILL BE Wednesday 17th May 2023 at 7pm –
Bramble Hall.**

Signed Chairman:

Date: