

HASSOCKS PARISH COUNCIL

You are summoned to a meeting of the **Parish Council** on 10th April 2018
at 7.30 pm in the Council Chamber, Parish Centre, Adastra Park, Hassocks.

Parish Clerk 5 April 2018

Members of the public are encouraged to come to the meetings and there is an opportunity for them to address the Council relating to the non-confidential items on the published agenda.

AGENDA

1. APOLOGIES

- 1.1 To Accept Apologies for Absence.

2. DECLARATIONS OF INTEREST

- 2.1 Disclosure by Councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.

3. MINUTES

- 3.1 To accept the minutes of the:

Parish Council meeting 13 March 2018

4. PUBLIC PARTICIPATION

*Up to fifteen minutes will be available to allow for the public to make representations, answer questions or give evidence **in respect of any item of business included in the agenda**, in accordance with Standing Orders.*

5. MINUTES

To accept the following Minutes

- 5.1 Planning Committee 26 March 2018 (for noting), Grounds & Environment Committee 29 March 2018 (for noting).

6. FINANCE

- 6.1 To approve the Financial Report and authorise the list of payments in the sum of £ 14,816.87 for the period ending 28/02/2018 set out in (**Appendix 1.**)

7. REPORTS

- 7.1 District Councillors' Report
7.2 County Councillor Report
7.3 Rail Matters (oral report, Leslie Campbell)
7.4 Youth Initiatives
7.5 Police matters
7.6 Report from Councillors on meetings of outside bodies where the Council is represented.

8. CHAIRMAN'S REPORT

8.1 Verbal update

9. CLERK'S REPORT

9.1 **Meeting Schedule 2018/19** Council is requested to consider the proposed schedule of meetings set out in **Appendix 2** for the new Municipal year and determine whether these are acceptable.

9.2 **Hassocks Community Organisation** – Hassocks Parish Council are requested to nominate a representative to attend the groups meetings on behalf of the Council of the newly formed community organisation. The new group is an amalgamation of Hassocks Community Partnership and Hassocks Amenity Association.

9.3 **Annual Meeting** Members are requested to consider what format they would like the meeting to take this year. It is scheduled to be held prior to the next full Council meeting on the 8th May 2018 at 7.30 pm.

9.4 **Land West Of, London Road, Hassocks DM/17/4307 – Erection of 129 dwellings (including 30% affordable housing provision), new vehicular access onto London Road (A273), associated landscaping, car parking, open space, pedestrian link to adjacent, existing recreation ground to the north and infiltration basins. (Appendix 3)** MSDC received notification of an amendment to the original submission

The main change is the deletion of the house that was proposed on plot 3. There are also minor elevational changes to the dormer windows and roof lights for the blocks of flats A, B and C. As such the number of units proposed has been reduced to 129 dwellings.

Members have previously considered the original application at Planning Committee and submitted the Councils view which was to oppose the application.

Members are requested to NOTE the proposed amendment and indicate whether any further representation from the Council should be submitted based on grounds substantially different to those previously submitted on the original application.

9.5 **Adastra Park Masterplan:** Members are invited to note that at the Grounds and Environment Committee 29 March 2018 Members agreed to hold a consultation/engagement event in Adastra Park on May 7th to coincide with the May Day event to enable the public/stakeholders to consider options suggested within the masterplan.

9.6 **Temporary Road Closure – Farnham Avenue 9th June 2018 – Big Lunch Party** Members are invited to consider the attached application and indicate whether they wish the Clerk to make any representations. **(Appendix 4)**

9.7 **Insurance:** The Councils current insurance arrangement is due to expire on the 31st May 2018. Members may recall that last year the current provider's contract was negotiated for a further one year period and secured a reduction on the previous year's premium.

Parish Council insurance is a specialised market with limited providers therefore it is proposed that we will seek to test the market utilising a specialist insurance broker with a view to entering into a 3 year term agreement.

It is proposed to approach Came & Company Insurance brokers who specialise in providing Parish Council insurance cover. They will be invited to seek quotations from insurance providers on behalf of the Council, alongside this HPC will also invite our existing provider directly to submit a competitive quote.

It is anticipated that this approach will enable the Council to secure best value not only in terms of comprehensiveness of cover provided by the respective policies but also the value of the premium.

Members are requested to approve the proposed approach and the principle of entering into a 3 year term agreement with the successful company.

10. **Urgent Matters** at the discretion of the Chairman for noting and/or inclusion on a future agenda.
11. To note that the next meeting on **Tuesday 8 May Annual Parish Meeting 7.30** will be followed by the **Hassocks Parish Annual Council Meeting 8.00**.

EXCLUSION OF PUBLIC AND PRESS

In view of the confidential nature of the business about to be transacted Councillors will be referred to the Confidential Agenda. If any members of the public or press are in attendance they will be requested to withdraw from the meeting in the public interest.

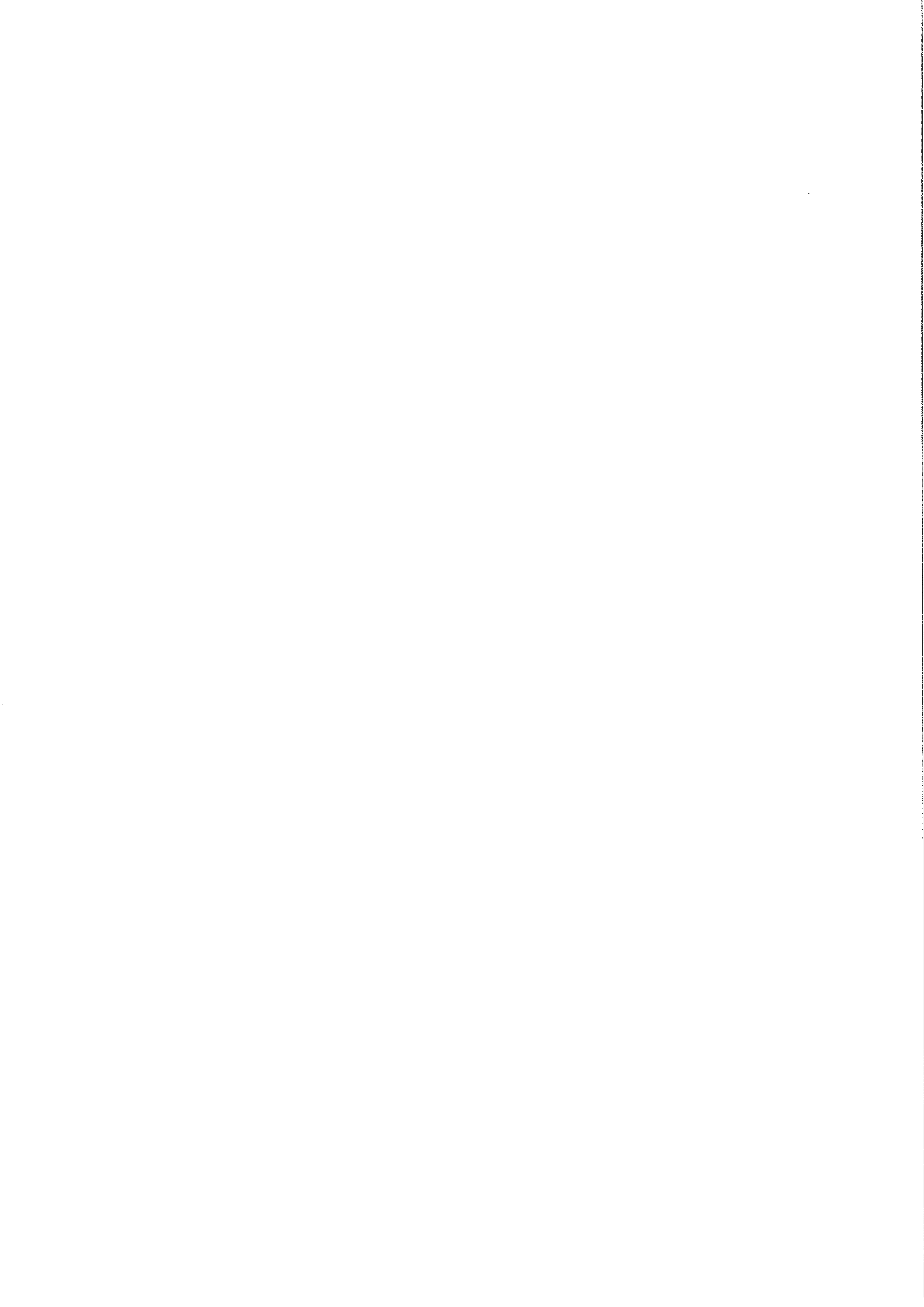
12. **FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA**
During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded. If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting

Please Note

All members of the public are welcome to attend to attend meetings of the Parish Council and its Committees.

Item 4 – a period of 15 minutes will be set aside for the public statements and questions relating to the published non-confidential business of the Meeting.

It may be necessary to consider particular items in confidential session and where this arises, these items will be considered at the end of the agenda



Hassocks Parish Council 2017/18				
Current Bank A/C 2114				
List of Payments made between 01/02/2018 and 28/02/2018				
(incl VAT)				
Date Paid	Payee Name	Reference	Amount	Transaction Detail
07/02/2018	Quality Office Supplies	5643	41.12	Office /Pav supplies
07/02/2018	Avoncrop Amenity Products	5644	768.96	Bowling Green Materials
07/02/2018	Viking	5645	99.77	Office Stationery
07/02/2018	Bee Clean (Southern) Ltd	5646	162.00	Pavilion Clean January
08/02/2018	Close Invoice Finance/TSS	5647	114.66	Legionella Pavilion February
20/02/2018	Total Salaries Feb 18	5648-5652	7032.27	Total Salaries Feb 18
20/02/2018		5655		
20/02/2018	HMRC/PAYE	5653	2014.81	PAYE/NI February Salaries
20/02/2018	WSCC Pension Fund	5654	2403.71	Feb 18 pension contributions
12/02/2018	G Jeffcott	5656	50.00	Reflectors Adastra Park
12/02/2018	West Sussex Stairlifts	5657	102.00	Stairlift Repair
12/02/2018	Lawn Mower Services	5658	204.03	Mower Service/ Tractor Repair
22/02/2018	CyclingWithoutAge	5659	250.00	Grant Min Ref HPC17/144.6
22/02/2018	Bee Clean (Southern) Ltd	5660	216.00	Pavilion Cleaning Feb 2018
28/02/2018	Rooted Gdn Services	5662	375.00	B Grd Maint Oct-Dec17 Re-issue
26/02/2018	Avoncrop Amenity Products	5663	336.00	Bowling Club Supplies
16/02/2018	Scottish Water	B/S D/D	118.50	Pavilion Waste Water D/D
05/02/2018	Barclays Bank	BARCLAYS	31.09	Bank Charges 13.12.17-14.1.18
19/02/2018	British Gas	BGAS D/D	43.02	Parish Office Gas D/D
16/02/2018	Scottish Water	BSRA D/D	80.71	Parish Office Waste Water D/D
15/02/2018	British Telecom	BT D/D	66.22	Parish Office Telephone D/D
01/02/2018	edf energy	EDF D/D	205.00	Pavilion Electricy D/D
01/02/2018	edf energy	EDF D/D	72.00	Parish office electric D/D
01/02/2018	Southeast water	SEWAT D/D	12.00	Allotment Water supply D/D
01/02/2018	Southeast water	SEWAT D/D	6.00	Parish Off Water Supply D/D
01/02/2018	Southeast water	SEWAT D/D	12.00	Pavilion water supply D/D
	Total Payments		14816.87	
Signed.....				
Date.....				

Date: 10/03/2018

Hassocks Parish Council New 2017/18

Time: 16:05

Bank Reconciliation Statement as at 10/03/2018
for Cashbook 1 - Current Bank A/C 2114

User: TRACY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/C 2114	28/02/2018	2	21,784.96
			<u>21,784.96</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			10,064.64
			<u>11,720.32</u>
<u>Receipts not Banked/Cleared (Plus)</u>			
06/03/2018 0500		1,067.00	1,067.00
			<u>12,787.32</u>
		Balance per Cash Book is :-	12,787.32
		Difference is :-	0.00

Date: 10/03/2018

Hassocks Parish Council New 2017/18

Time: 16:07

Receipts and Payments Summary - Cashbook 1

Current Bank A/C 2114

	<u>Receipt Totals</u>	<u>Payment Totals</u>		
Total Year to Date	292,947.50			
Total Year to Date		298,976.63		
Total Receipts / Payments	292,947.50	298,976.63	Balance per Cash Book	Closing Trial Balance
Opening Balance	18,816.45			
Closing Balance		12,787.32	-8,513.29	12,787.32
	<u>311,763.95</u>	<u>311,763.95</u>		

1

Date: 10/03/2018

Hassocks Parish Council New 2017/18

Time: 16:08

Receipts and Payments Summary - Cashbook 2

Tracker A/C 3548

	<u>Receipt Totals</u>	<u>Payment Totals</u>		
Total Year to Date	230,966.28			
Total Year to Date		245,000.00		
Total Receipts / Payments	230,966.28	245,000.00	Balance per Cash Book	Closing Trial Balance
Opening Balance	359,460.88			
Closing Balance		345,427.16	-75,866.51	345,427.16
	<u>590,427.16</u>	<u>590,427.16</u>		

2

Date: 10/03/2018

Hassocks Parish Council New 2017/18

Time: 16:15

Receipts and Payments Summary - Cashbook 4

Business Saver 2

	<u>Receipt Totals</u>	<u>Payment Totals</u>		
Total Receipts / Payments	0.00	0.00	Balance per Cash Book	Closing Trial Balance
Opening Balance	0.05			
Closing Balance		0.05	0.00	0.05

3

Date: 10/03/2018

Hassocks Parish Council New 2017/18

Time: 16:08

Receipts and Payments Summary - Cashbook 3

Business Saver 3

	<u>Receipt Totals</u>	<u>Payment Totals</u>		
Total Year to Date	0.01			
Total Receipts / Payments	0.01	0.00	Balance per Cash Book	Closing Trial Balance
Opening Balance	85.23			
Closing Balance		85.24	0.04	85.24
	<u>85.24</u>	<u>85.24</u>		

3 of 3

Appendix 2

2018	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S											
May				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																					
June							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30																			
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Full Council (F/C)		
Meetings start @ 7:30 pm		
2018	Tues	8 May
		12 June
		10 July
		11 Sept
		9 Oct
		13 Nov
		11 Dec
2019	Tues	8 Jan
		12 Feb
		12 Mar
		9 April
		14 May

Grounds & Environment (G & E)		
Meetings start @ 7:30 pm		
2018	Thurs	31 May
		28 June
		26 July
		27 Sept
		25 Oct
		22 Nov
		24 Jan
		21 Feb
		25 Mar
		18 April
		16 May

Policy & Resource Comms (PR & C)		
Meetings start @ 7:30 pm		
2018	Tues	22 May
		19 June
		17 July
		18 Sept
		16 Oct
		20 Nov
		18 Dec
		15 Jan
		19 Feb
		19 Mar
		16 April
		21 May

Planning Committee (P)		
Meetings start @ 7:30 pm		
2018	Wed	9 May
		29 May
	Mon	18 June
		9 July
		30 July
		20 Aug
		10 Sept
		1 Oct
		22 Oct
		12 Nov
		3 Dec
		20 Dec
		14 Jan
		4 Feb
		25 Feb
		18 Mar
		8 April
		29 April
		20 May



APPENDIX 3

Sent: 29 March 2018 11:18
To: info <info@hassocks-pc.gov.uk>
Subject: DM/17/4307

Dear Ian

Land West Of, London Road, Hassocks

Erection of 129 dwellings (including 30% affordable housing provision), new vehicular access onto London Road (A273), associated landscaping, carparking, open space, pedestrian link to adjacent, existing recreation ground to the north and infiltration basins.

I received the attached amended plans for the above planning application yesterday.

The main change is the deletion of the house that was proposed on plot 3. There are also minor elevational changes to the dormer windows and roof lights for the blocks of flats A, B and C. As such the number of units proposed has been reduced to 129 dwellings.

I have arranged for neighbour letter to be sent out to advise people of these changes and have asked for any comments within 14 days. If the Parish Council have any further comments on the application I would be grateful for these within 14 days.

If you need any further information please let me know.

Regards

Steven King. BSc (Hons), Dip TP, MRTPI
Planning Applications Team Leader
Development Management



**RESIDENTS STREET PARTY
HASSOCKS**

**LOCAL GOVERNMENT ACT 1972, SECTION 180
TOWN POLICE CLAUSES ACT 1847, SECTION 21**

**MID SUSSEX DISTRICT COUNCIL
(TEMPORARY PROHIBITION OF TRAFFIC ORDER) 2018**

NOTICE IS HEREBY GIVEN that the Mid Sussex District Council, in pursuance of their powers under the above Acts have ordered and directed that as:

FARNHAM AVENUE (Entire Length)

will be thronged and liable to be obstructed, that the aforesaid streets, and parts of streets, will be closed to vehicular traffic (including pedal cycles) between the hours of **09.00hrs to 19.00hrs on Saturday 9th June 2018** or such lesser period as may be required for the **Big Lunch Street Party** to take place.

PROVIDED THAT this temporary closure is subject to any direction, which may be given by a police constable in uniform.

Wilful breach of this Order renders offenders liable to a penalty not exceeding Twenty Pounds.

Date.....

Head of Regulatory Services



**MID SUSSEX
DISTRICT COUNCIL**

Application For Temporary Road Closure

Applicant's Details

Use Of The Form

Form Ref. No.

601175

Information will only be used by Mid Sussex District Council and its employees in accordance with the Data Protection Act 1998. Mid Sussex District council will not supply information to any other organisation or individual except to the extent permitted by the Data Protection Act and which is required or permitted by law in carrying out any of its proper functions.

Applicant's Details

Title

Forenames

Surname

Address Line 1

Address Line 2

Address Line 3

Town/Village

County

Postcode

Telephone

Email Address

Group / Organisation
applying for temporary road
closure

Farnham ave residents

Event Details

Event Details

Event

Big lunch street party

Road(s) to be closed

Farnham avenue, Hassocks

(if major or through road, alternative routes for traffic are required to be shown on the attached plan)

Closure Details

Date of closure

09/06/2018

Time of closure (NOT before 6 am or after midnight)

From

09:00

To

18:00

Have the Traffic Police been contacted for advice with regard to this event? (tel 101)

No

Reference No

You will need to have £10 million of Public Liability Insurance Cover. (£5 million for Street Parties)

Name and Address of Insurance Company

Not applicable

Policy Number

00000000

Kindly confirm that you will be contacting the frontagers and any other persons affected by the closure

Yes

Submit

Notes for Organisers

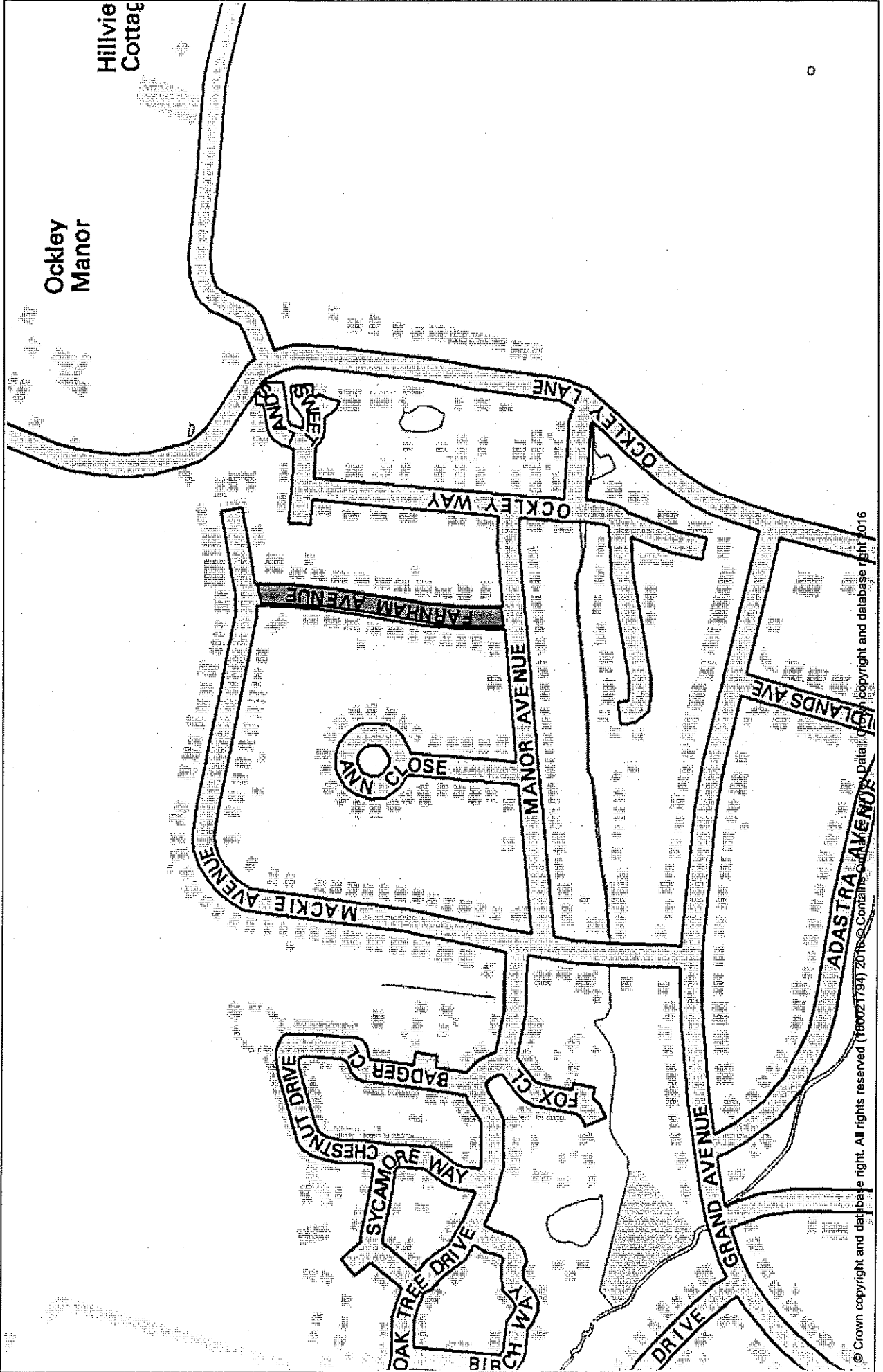
Before any order is made the organisers are advised of the following:

- Barriers should be provided and manned by responsible stewards, so as to be easily removable should emergency services require access. Route diversion signs and advance warning notices are required by the Police and Highways Authority to warn traffic of the closure.
- Organisers are responsible for informing frontagers and residents who are directly affected by the closure.
- The District Council can accept no responsibility for injury, accident or damage to persons or property. The organiser is responsible to risk assess all planned activities during the closure.
- Bonfires and barbecues are prohibited on the highway.
- Organisers are responsible for the clearance of any resultant rubbish on completion of the event.

I agree to these notes for
Organisers

Agree

Title:
Comment:



S of S.

