

HASSOCKS PARISH COUNCIL

You are summoned to a meeting of the **Parish Council** on 11th December 2018
at 7.30 pm in the Council Chamber, Parish Centre, Adastra Park, Hassocks.

Parish Clerk 6th December 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 13th November 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** – to agree the minutes for 12 November 2018 and 3 December 2018 (for noting only)
- 5.2 **Grounds & Environment** – 22 November 2018 (for noting only)
- 5.3 **Policy Resources & Communications** – 20 November 2018 (for noting only)
- 5.4 **Neighbourhood Plan Working Group** – to agree the minutes for the 15 November 2018 and 29 November 2018 (for noting only)

6. FINANCE

- 6.1 To approve the Financial Report and authorise the list of payments in the sum of £ 15,892.92 for the period ending 31/10/2018 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 (oral report Kate Bailey)
- 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 **NEIGHBOURHOOD PLAN – REGULATION 14 PLAN** – The Neighbourhood Plan Working Group considered the draft Neighbourhood Plan on 29th November 2018 and proposed to recommend to Council the adoption of the plan subject to considering a number of modifications to reflect points raised by MSDC to ensure that the plan was in general conformity with the District Plan. Representatives of the NPWG have now had the opportunity to discuss/clarify these points further with the District and have reviewed and amended the proposed plan accordingly to ensure that the plan meets the general conformity requirement.

Members are therefore requested to consider the attached Draft Regulation 14 Neighbourhood Plan (**Appendix 2 – to follow**) and subject to Members approval of its content recommend that the Plan is approved and authorise its progression to the next stage for public consultation.

To enable the plan to progress through the consultation stages we have been advised by MSDC that we will be required to formally write to them to withdraw our existing unmade regulation 16 plan. Members of the NPWG have previously considered this request and determined that once sufficient progress had been made on developing the revised Regulation 14 plan the intention was to seek Council approval to withdraw the existing document. The Council have sought advice from its Planning advisor who has confirmed that it would be appropriate to formally write to MSDC at this point subject to the draft Regulation 14 Plan being agreed by Members to withdraw the Councils existing unmade plan.

- 9.2 **BUDGET PROPOSAL 2019/20** - The attached report set out in (**Appendix 3**) details the draft budget proposal for 2019/20. Policy Resources & Communications Committee considered the original report in detail on 20th November 2018 (**PRC18/31.1**) and made the following recommendations.

Members **RESOLVED** to propose that the Council approve a modest precept increase to enable the Council to deliver a balanced budget.

RESOLVED to recommend a sum to be advised by the Clerk to be reallocated from General Reserves into Earmarked Reserves to support the Councils ongoing priorities.

The budget has been reviewed and adjusted in Appendix 3 to reflect Policy Resources & Communications Committees comments. Members are therefore requested to consider the contents of the report and determine the level of budget/precept to be set for 2019/20. Based on the draft budget proposal to deliver a balanced budget would require an overall increase of £5,536 which equates to a 1.26% increase on a band D equivalent property based on an estimated Property Tax base of 3,390 (Band D equivalent) properties. Member views are sought on this proposal.

- 9.3 **ADASTRA HALL** – We have been approached by the Adastra Hall Management Committee regarding the proposal to replace all existing windows. Although the Hassocks Community Association owns the hall this is held on lease to the Parish Council therefore there is a requirement for them to notify us of their intention to replace all external windows and doors. Members are requested to note the contents of the attached form. (**Appendix 4**)

10. **Urgent Matters** at the discretion of the Chairman for noting and/or inclusion on a future agenda.

11. To note that the date of the next Council meeting is **Tuesday 8th January 2019**

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 2018/19					
Current Bank A/C 2114					
List of Payments made between 01/10/2018 and 31/10/2018 (incl VAT)					
Date Paid	Payee Name	Reference	Amount Paid	Transaction Detail	
01/10/2018	Rob Eager- Rooted Gdn Services	5875	375.00	B/G mem Gdn Maint July-Sept	
01/10/2018	Mark Mulberry	5876	126.00	Payroll Services July-Sept	
01/10/2018	Mid Sussex District Council	5877	480.00	Parking Discs	
01/10/2018	Mid Sussex District Council	5877	-480.00	Stopped Cheque - not rec	
08/10/2018	Close Invoice Finance/TSS	5878	894.00	Pavilion Legionella Remedial	
08/10/2018	SSALC Ltd	5879	54.00	WSALC Conference	
08/10/2018	Greenscene Landscapes	5880	490.90	Floral Displays Final Payment	
08/10/2018	Moore Stephens	5881	750.00	17/18 External Audit Fees	
04/10/2018	Bee Cleen (Southern) Ltd	5882	270.00	Pavilion Cleaning October	
08/10/2018	Biffa Waste Services Ltd	5883	239.10	Biffa Waste 25.8-28.9.18	
19/10/2018	HMRC/PAYE	5885	2020.11	PAYE/NI October 18	
16/10/2018	Clayton and Keymer RBLegion	5886	200.00	RBL Remembrance Parade 18	
16/10/2018	Clayton and Keymer RBLegion	5887	37.00	s137 2 x Poppy Day wreaths	
16/10/2018	Close Invoice Finance/TSS	5888	114.66	Pavilion Water Checks Sept.	
16/10/2018	Community SpeedWatchOnline	5889	523.8	s137 Grant Speedwatch	
17/10/2018	Petty Cash	5890	66.22	Petty Cash Top Up	
25/10/2018	Viking	5891	152.56	Office Supplies	
25/10/2018	KCS Professional Services	5892	211.97	P/Copier Contract July-Sept 18	
25/10/2018	Close Invoice Finance/TSS	5893	270.66	Pavilion Water Checks	
19/10/2018	Total October Salaries	BACS/ 5884	6103.49	October 18 Salaries	
20/10/2018	WSCC Pension Fund	BACS	2220.57	Oct 18 Pension Contributions	
05/10/2018	Barclays Bank	BARCLAYS	29.17	Bank Charges 13.8.18-12.9.18	
19/10/2018	British Gas	BRITGASD/	9.33	P/O Gas D/D October	
15/10/2018	British Telecom	BT D/D	124.44	P/O Telephone D/D October	
29/10/2018	Castle Water	CASTLE D/D	10.69	P/O Water Supply D/D October	
29/10/2018	Castle Water	CASTLE D/D	20.25	Pavilion Water Supply D/D Oct	
22/10/2018	Campaign to Protect Rural Eng	D/D CPRE	36.00	Annual Subscription CPRE	
01/10/2018	edf energy	EDF D/D	205.00	Pav elec D/D October	
01/10/2018	edf energy	EDF D/D	72.00	P/O elec D/D Oct	
01/10/2018	Mid Sussex District Council	MSDC D/D	265.00	Business Rates Oct 18	
01/10/2018	Southeast water	SEWAT D/D	1.00	Allot Water D/D Oct	
	Total Expenditure		15892.92		
	Signed.....				
	Date.....				

Date: 12/11/2018

Hassocks Parish Council 2018/19

Time: 14:14

**Bank Reconciliation Statement as at 12/11/2018
for Cashbook 1 - Current Bank A/C 2114**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/C 2114	29/09/2018	4	40,971.33
			<u>40,971.33</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<u>3,455.10</u>
			37,516.23
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	<u>0.00</u>
			37,516.23
		Balance per Cash Book is :-	37,516.23
		Difference is :-	0.00

12/11/2018

Hassocks Parish Council 2018/19

14:15

Receipts and Payments Summary - Cashbook 1

Current Bank A/C 2114

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	161,637.75	162,310.43	
Total Receipts / Payments	161,637.75	162,310.43	<u>Closing Trial Balance</u>
Opening Balance	38,188.91		
Closing Balance		37,516.23	<u>37,516.23</u>
	<u>199,826.66</u>	<u>199,826.66</u>	

Date: 12/11/2018

Hassocks Parish Council 2018/19

Time: 14:19

Bank Reconciliation Statement as at 12/11/2018
for Cashbook 2 - Tracker A/C 3548

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Tracker A/C 3548	29/09/2018	1	467,706.89
			<u>467,706.89</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			467,706.89
<u>Receipts not Banked/Cleared (Plus)</u>			
29/10/2018 BACS MSDC		137,504.00	
29/10/2018 BACS MSDC		-137,504.00	
			<u>0.00</u>
			467,706.89
		Balance per Cash Book is :-	467,706.89
		Difference is :-	0.00

12/11/2018

Hassocks Parish Council 2018/19

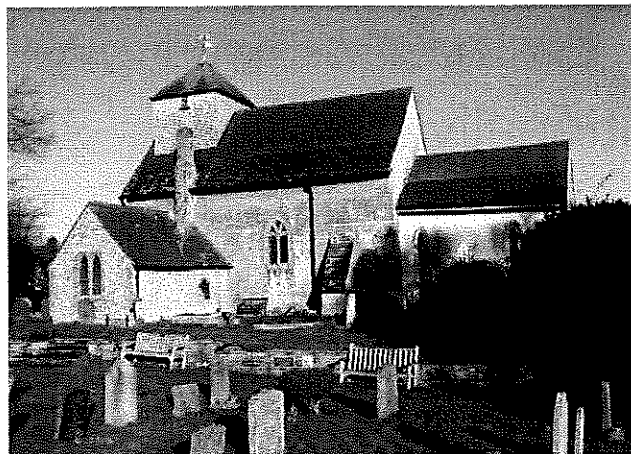
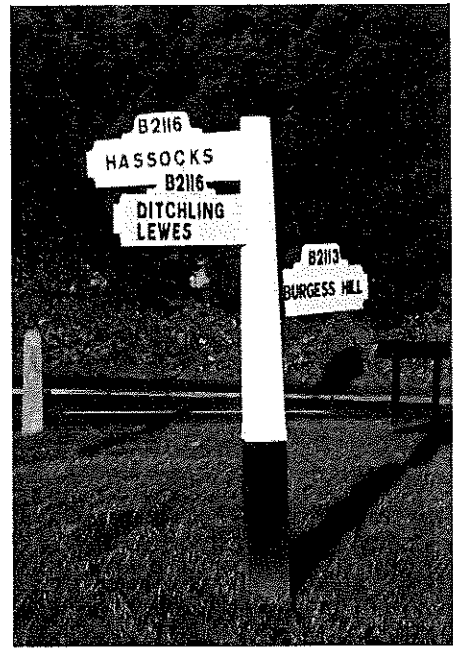
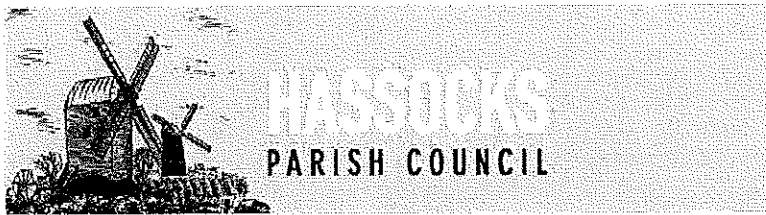
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Receipts and Payments Summary - Cashbook 2

Tracker A/C 3548

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	277,102.28	130,000.00	
Total Receipts / Payments	277,102.28	130,000.00	Closing Trial Balance
Opening Balance	320,604.61		
Closing Balance		467,706.89	467,706.89
	<u>597,706.89</u>	<u>597,706.89</u>	

Appendix 2



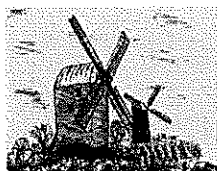
Hassocks Neighbourhood Plan

Regulation 14
Pre-submission

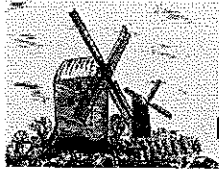
December 2018



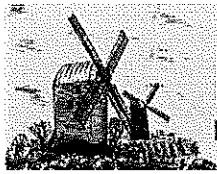
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FOREWORD

This Amended Version of the Hassocks Neighbourhood Plan has been prepared by Hassocks Parish Council following the refusal of Mid Sussex District Council (MSDC), the Local Planning Authority, to allow the original 2016 Neighbourhood Plan to proceed to Public Examination. The reason for this was that following the Government Inspectors instruction to MSDC to increase the supply of housing across Mid Sussex, in February 2017, our Plan made insufficient provision for new homes in Hassocks Parish.

This decision presented the Parish Council with a choice. Either abandon the Neighbourhood Plan altogether or prepare a new one which complied with the housing requirement of the new District Plan which was finally adopted by MSDC in March 2018.

The Parish Council concluded that, in spite of this set back, and the fact that we would need to at least double the amount of new housing to meet the District Plan figure for Hassocks, we should prepare a new Plan for the following reasons:-

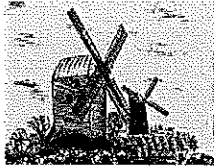
- The District Plan is a legally binding document. Hassocks and all other town and parish councils in the District will have to comply with its housing requirements.
- Once adopted, a Neighbourhood Plan becomes a Development Plan Document which gives protection against further development.
- If we have no Neighbourhood Plan we will be more susceptible to pressure from unwanted development and have less ability to shape and control our future and protect our environment.
- If we have no Neighbourhood Plan we will benefit much less from the substantial infrastructure contributions arising from the Governments Community Infrastructure Levy when this is introduced in Mid Sussex.

In the light of the above this Plan, which has been prepared by the Parish Council and co-opted members of the community, sets out a vision for our Parish from 2014 (which is the technical start date we must use) until 2031 (which is the end date of the District Plan)

The aims of the Plan are to:

- Provide a framework for future development in the Parish,
- Protect and enhance existing open spaces,
- Harness development value to improve infrastructure, and
- Establish Hassocks as an exemplar of high quality design and sustainable development.

This Amended Plan takes full account of the higher housing requirement for Hassocks set out in the District Plan. In this regard you will notice that the Strategic Site for 500 new homes on the Land



North of Clayton Mills, which caused such controversy, has been included in our Plan. The reason for this is that it is a District Plan Strategic Allocation, included in the District Plan on the instruction of the Government Inspector. As mentioned above, the District Plan is a legally binding document so this site must be accepted. The addition of this site means that, taken with the other sites which already have planning permission, such as Ham Fields and the Hassocks Golf Club, we can fully meet the District Plan Housing Requirement for Hassocks.

There is no need to allocate any more land for residential development in the Plan Period.

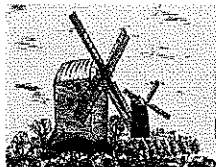
This Plan is now issued for public consultation. Please let us have your views.

Councillor Bill Hatton
Chairman, Neighbourhood Plan Working Group



Chapter 1

Introduction



1. INTRODUCTION

- 1.1. The Hassocks Neighbourhood Plan (HNP) has been prepared by Hassocks Parish Council (HPC). The HNP will guide and influence development in the Parish up to 2031. It covers the whole of the Parish, including Keymer and Clayton, as shown in Figure 1.

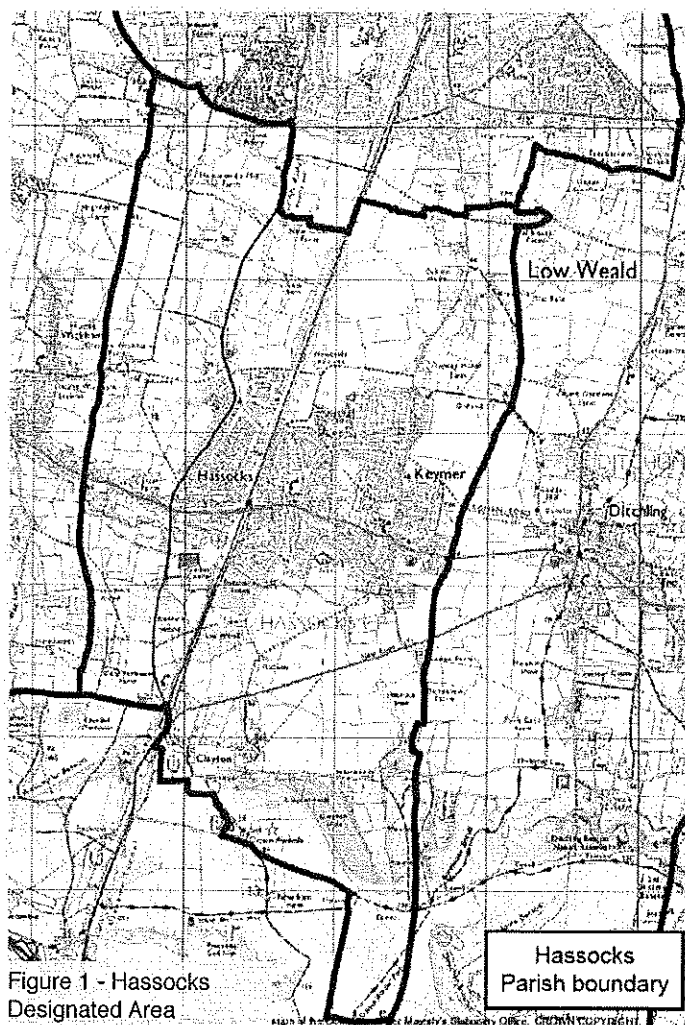


Figure 1 - Hassocks Designated Area

- 1.2. The southern and eastern boundary of the Parish lies in the South National Park (SDNP). The extent of the SDNP is shown at Figure 2.
- 1.3. Mid Sussex District Council (MSDC) designated the Parish for the purposes of neighbourhood planning on the 16 July 2012. Given part of the Parish lies within the SDNP, the South Downs National Park Authority (SDNPA) also designated the Parish in September 2012.
- 1.4. The preparation of the HNP commenced thereafter with the formation of the Neighbourhood Plan Working Group (NPWG).

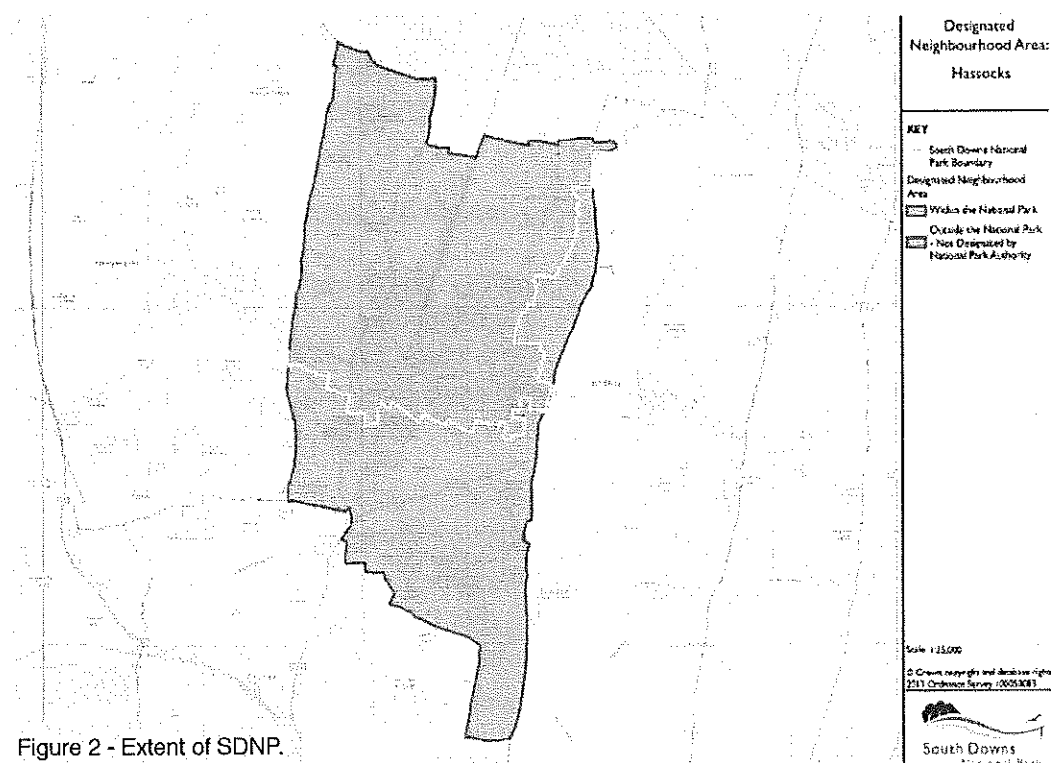
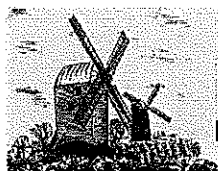


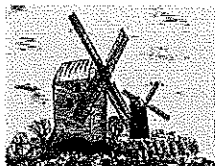
Figure 2 - Extent of SDNP.

- 1.5. The Regulation 14 Pre-submission HNP and accompanying SA were submitted to MSDC in June 2016. Regulation 16 consultation followed between July - September 2016. However, the Submission HNP was not progressed to Examination. In light of feedback from the ongoing examination of the Mid Sussex District Plan (MSDP), in particular with respect to the overall level of housing need, MSDC determined that the Submission HNP should not proceed to Examination. progress of the HNP was paused, pending the final adoption of the MSDP, which occurred in March 2018.
- 1.6. Following this, and in light of a meeting with MSDC Officers, the NPWG met on the 27 June 2018 to discuss the HNP and future options. It was agreed the NPWG would progress a 'light touch' review of the HNP.¹

Planning Context

- 1.7. The Localism Act 2011 introduced new rights and powers to allow local communities to shape new development by preparing neighbourhood plans. A neighbourhood plan establishes planning policies for the development and use of land for example where new homes should be built and what they should look like. Neighbourhood plans allow local people to influence the type of development for their area while contributing to the wider needs of the area.

¹ See minutes of NPWG meeting on 27 June 2018



1.8. The Government published the revised National Planning Policy Framework (NPPF) in July 2018. This sets out the Government's planning policies for England and how these should be applied. It provides a framework within which locally-prepared plans for housing and other development can be produced.

1.9. With respect to neighbourhood planning, the NPPF advises:

*"Neighbourhood planning gives communities the power to develop a shared vision for their area. Neighbourhood plans can shape, direct and help to deliver sustainable development, by influencing local planning decisions as part of the statutory development plan. Neighbourhood plans should not promote less development than set out in the strategic policies for the area, or undermine those strategic policies."*²

1.10. Neighbourhood plans must be in general conformity with the adopted Development Plan Document.³ For those parts of the Parish which fall within Mid Sussex District planning boundary, the most recently adopted Development Plan is the MSDP 2014-2031.⁴ This was adopted by MSDC on the 28 March 2018. For those parts of the Parish which fall within the SDNP, the adopted Development Plan is the Mid Sussex Local Plan 2003. The SDNPA is preparing a Park-wide South Downs Local Plan (SDLP). The SDLP was submitted to Government in April 2017. The Examination of the SDLP is ongoing. It is envisaged the SDLP will be adopted in April 2019. Once adopted the SDLP will replace the existing planning policies operating across the SDNP.

Plan Preparation

1.11. This HNP reflects the culmination of work by the NPWG since the Parish was designated for neighbourhood plan making in July 2012. It builds upon the evidence gathering, stakeholder engagement and plan preparation that took place in formulating the initial version of the HNP that was the subject of statutory consultation in 2016.

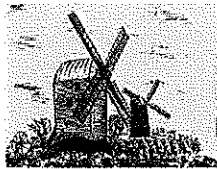
1.12. Since HPC resolved to progress with a revised HNP in June 2018, the NPWG have undertaken a detailed review and update of the evidence base. This has had regard to feedback received in response to the previous Regulation 16 consultation HNP, the recently adopted MSDP, the emerging SDLP and the revised NPPF.

1.13. Integral to this approach has been a review and update of the Vision and Strategic Objectives of the Submission HNP. These have been the subject of consultation as part of the Scoping Report consultation with the requisite statutory bodies between August-September 2018.

² Paragraph 29 of the National Planning Policy Framework

³ Paragraph 37 of the National Planning Policy Framework

⁴ Small Scale Housing Allocations Document forms part of the Development Plan



- 1.14. The planning policies and aims of the Submission HNP have also been reviewed. NPWG discussions have determined whether policies and aims require: removal, substantial amendment, or can be carried forward without amendment. This has been informed by new and revised background papers on housing, gap policy and Local Green Space.

Plan Structure

- 1.15. The HNP sets out:

- Chapter 2: Description of the Parish;
- Chapter 3: HNP's Vision and the Strategic Objectives for the area up to 2031;
- Chapter 4: Environment and Heritage;
- Chapter 5: Community Facilities;
- Chapter 6: Housing;
- Chapter 7: Economy; and
- Chapter 8: Transport

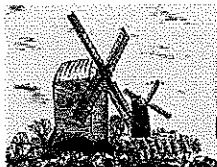
- 1.16. Stakeholder and residents have previously expressed support for improvements to community facilities and transport infrastructure.⁵ Where issues are outside the remit of the HNP these have been included as Aims to support the aspirations of the local community.

Consultation

- 1.17. The Regulation Pre-submission HNP has been approved by HPC to be published for public consultation for a six week period commencing 07 January 2019.
- 1.18. Please note that, in parallel to this, consultation is also taking place on the accompanying Sustainability Appraisal (SA).
- 1.19. To submit representations on the HNP and/or the SA and for further information about the background to these documents and associated evidence base, please contact:

The Clerk
Hassocks Parish Council
Parish Centre
Adastra Park
Hassocks, BN6 8QH

⁵ Public consultation events held during 2014-2015



HASSOCKS
PARISH COUNCIL

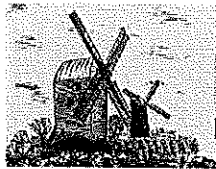
Hassocks: Gateway to the South Downs National Park

- 1.20. Alternatively please email: XXX@hassockspc.net
- 1.21. Please note all representations on the HNP and SA must be received by HPC not later than 5pm on 18 February 2019.



Chapter 2

Parish Profile



2. PARISH PROFILE

2.1. Hassocks Parish is located south of Burgess Hill, east of Hurstpierpoint and west of Ditchling. To the south of the main built up area of Hassocks and Keymer village is the SDNP, beyond which is the urban area of Brighton.

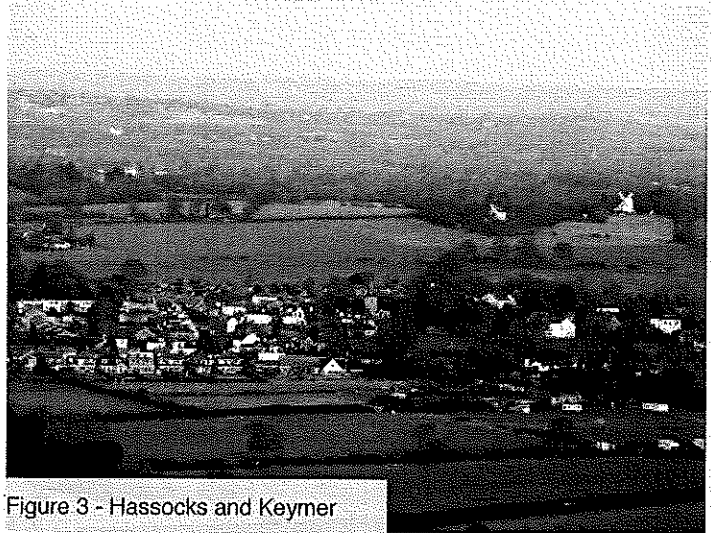


Figure 3 - Hassocks and Keymer

2.2. It is a Parish of high landscape and townscape quality. It includes the steep chalk scarp slopes of the South Downs that gives way to the low weald

to the north. In total, the Parish extends to some 10.88kms² (4.20sq miles).

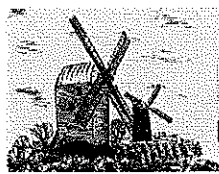
2.3. At its centre is the built up area of Hassocks and Keymer, whilst to the south is the hamlet of Clayton. The main built up area is separated from Hurstpierpoint in the west, Ditchling in the east, and Burgess Hill to the north by narrow, but important rural hinterland 'gaps' of generally undeveloped land.

2.4. The main access routes through the Parish are the east-west B2116 and the north south A273. The London to Brighton railway line also runs through the Parish north-south, with a station serving the local community.

Environment And Heritage

2.5. The countryside character of the Parish is dominated by the north-facing steep chalk scarp slopes of the South Downs. These are on the southern edge of the Parish, contained south of Underhill Lane. They include an important area of species rich chalk grassland, that is recognised by its designation as part of a Site of Special Scientific Interest (SSSI).

2.6. To the north of this is the scarp footslopes. These run from Underhill Lane, north to the southern edge of the built up area of Hassocks and Keymer. The character area is defined by its undulating, low sandstone ridges and gentle clay vales. There are areas of ancient woodland, predominantly either side of the A273 and railway line to the south of the main built up area (e.g. Butchers Wood).



- 2.7. The northern area of the Parish comprise part of the low weald. This is predominantly a lowland mixed arable and pastoral landscape with low ridges and clay vales.
- 2.8. The watercourses of the Parish typically drain north, and comprise part of the Upper Adur streams. This includes the Herring Stream which runs through the built up area of Hassocks (see Figure 4). Parts of the periphery of the stream are defined as being at risk of flooding at a greater incidence than a 1 in 100 year event.
- 2.9. There is a Scheduled Ancient Monument within the Parish, comprising 4 bowl barrows, some 800m south of New Barn Farm. These are funerary monuments dating from the late Neolithic period to late Bronze Age.
- 2.10. Evidence of Roman habitation of the Parish has also been found. The area may have been a crossroads between routes running north south and east-west, the latter along the low sandstone ridge.
- 2.11. There is also evidence of medieval occupation of the area, perhaps most notably, the Grade I Listed, St John the Baptist Church at Clayton. This dates from the 11th Century and contains important frescoes.
- 2.12. There are 3 Grade II* Listed Buildings within the Parish, namely Ockley Manor, Clayton Windmills and the attached Millhouse, and Clayton Priory. There are a further 22 Grade II Listed Buildings.
- 2.13. The Parish has two Conservation Areas; the historic core of Keymer, focussed around Keymer Road, The Crescent and Lodge Lane; and the historic core of Clayton, focussed around Underhill Lane.



Figure 4 - Herring Stream

Community Infrastructure

- 2.14. The community facilities of the Parish are predominantly focussed within the built up area of Hassocks and Keymer.
- 2.15. State education provision is contained with 3 schools; Hassocks Infants, The Windmills Junior and Downlands Community School (Secondary).



- 2.16. There is a health-centre in Windmill Avenue, and this is operated as part of a group of 3 health centres that also incorporates those in Hurstpierpoint and Ditchling.
- 2.17. The Hassocks Public Library is located on Keymer Road and is operated by West Sussex County Council.
- 2.18. Recreation and public open space is provided throughout the Parish. It includes Adastra Park within the centre of the built up area, and comprises playing fields, tennis courts, pavilion, children's equipped play space, and a public hall with seating for 240 people. On the north-west periphery of the village is Belmont Recreation Ground, to the west is Talbot Field, and to the south is Clayton Recreation Ground. These provide a mix of sports pitches, associated pavilion, and/ or informal open space. Informal open space and an equipped play space has more recently also been provided at the northern edge of Hassocks, in conjunction with the development known as Clayton Mills.
- 2.19. There are a number of private sports clubs and facilities, and these include the Weald Lawn Tennis and Squash Racquets Club on South Bank, and Hassocks Football Club on the east side of Brighton Road.

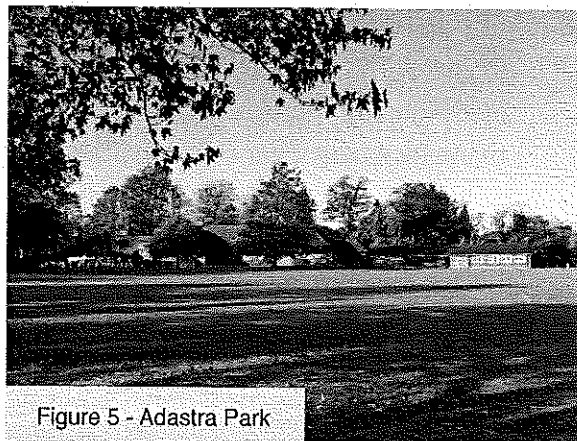
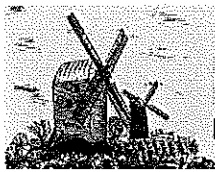


Figure 5 - Adastra Park

Housing

- 2.20. Much of the development of the Parish occurred as a result of, and following, construction of the London to Brighton railway line in the 1840s. This was typified by the construction of Victorian terraced houses, semi-detached houses and larger detached villas. More recently the periphery of Hassocks and Keymer has been expanded by more modern housing development on land north of the built up-area boundary at Clayton Mills and to the west of the built-up area boundary along London Road.
- 2.21. The latest Census data shows that the total population of the Parish as at 2011, was 7667 persons (an increase of 846 (12.4%) from the Census of 2001). The population comprised 20% aged 0-17; 27% aged 18-44; 27% aged 45-64; and 26% aged 65 and over.



- 2.22. The Census data from 2011 reveals there were 3342 households, providing an average household size of 2.28 persons. This was an increase in the average household size from the 2001 Census data from 2.21 persons.
- 2.23. More recently a number of planning permissions have been granted in the Parish. These include 16 dwellings at Stafford House;⁶ 130 dwellings at Hassocks Golf Club;⁷ and 129 dwellings on land west of London Road.⁸
- 2.24. In addition, the Parish is set to experience significant growth with the delivery of the strategic allocation on land to the north of Clayton Mills. MSDP, Policy DP11, the site for strategic development for 500 new homes.

Economy

- 2.25. Census data from 2011 indicates that some 82.1% of Parish residents aged between 16 - 64 are 'economically' active of which most are in employment. Almost two-thirds of the workforce are 'white-collar' workers, of which almost a quarter are in 'professional' jobs. This is higher than both the rest of the District, and nationally. Some 41%⁹ have a degree level or higher qualification, compared with 30% in the country as a whole. Conversely 7% have no qualifications compared to 15% in the country as a whole.
- 2.26. Some 15% of the workforce are self-employed and some 14% work from home. Of those that travel to work, only 9% work within 2km of home, which compares to 17% in the wider District. A total of 11% travel more than 60km to work, compared to 4% in the wider District.

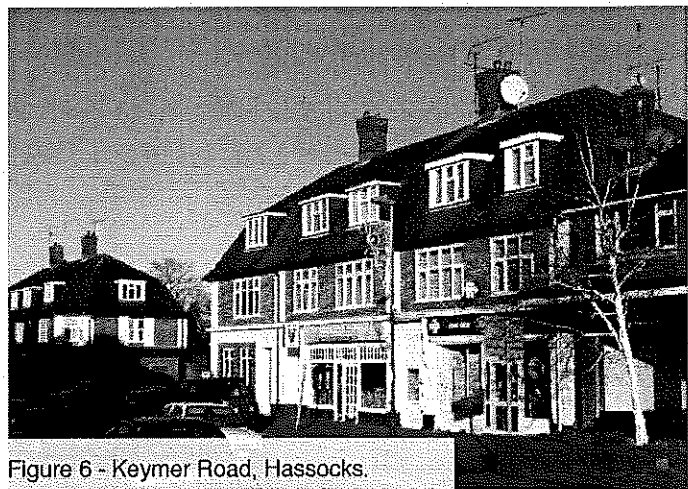


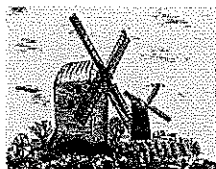
Figure 6 - Keymer Road, Hassocks.

⁶ DM/15/3309

⁷ DM/16/1775

⁸ 13/03818/OUT

⁹ 2011 Economically active persons



- 2.27. This data gives a picture of a relatively highly skilled workforce, many of whom either work from home or commute significant distances to work. This reflects the relative absence of, industrial and employment floorspace in the Parish, and its relative accessibility by train to higher tier centres such as London.
- 2.28. According to the 2015 District Council non-domestic rates record, there are 170 business premises in the Parish. Of this, 48 are shops. Many of these are independent retailers. Collectively these provide a range of retail and business services. Retail and associated high street uses (financial services, cafes etc) are typically clustered along Keymer Road, to the east of the railway line. The main exception to this is the Garden Centre on Brighton Road, south of the Stonepound Crossroads.
- 2.29. There is a cluster of commercial premises within 'Hassocks Goods Yard' immediately south of Keymer Road and west of the railway line, and at Broadhill Craft Workshops, to the north of the main built up area and east of Ockley Lane. There is no major industrial estate within the Parish.
- 2.30. Despite its proximity and accessibility to the SDNP, the Parish has a relatively limited level of tourism facilities. There is 1 camp site and 3 self-catering holiday lets within the Parish.

Transport

- 2.31. The Parish is located to the east of the A23 and north of the A27. Within the Parish the principal roads are the A273 which runs north-south, on the western periphery of the main built up area, and the B2116 which runs east-west, through the centre of the main built up area, and connects to Ditchling and Hurstpierpoint. The B2112 also runs east-west connecting Ditchling to Clayton, to the south of the main built up area.
- 2.32. The intersection of the A273 with the B2116, known as Stonepound Crossroads, is a phased, traffic light junction. As a result of the volume of traffic at this crossroads, the local environment around the junction experiences high levels of nitrogen dioxide. This resulted in the area being designated as an Air Quality Management Area (AQMA) in March 2012. An Action Plan was approved in 2013 to reduce levels of pollution below target levels. This principally seeks to change the phased light sequencing, minimise HGV movements in the area through

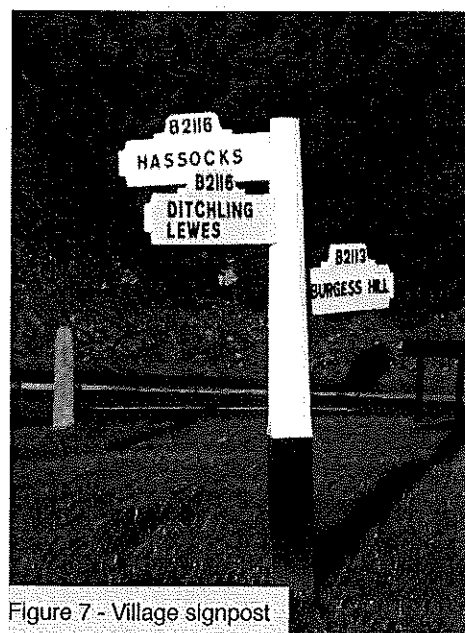
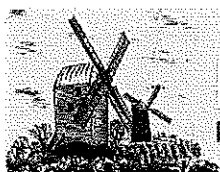
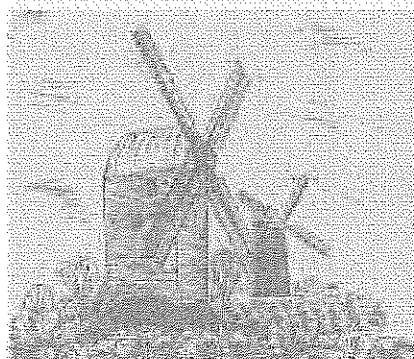


Figure 7 - Village signpost



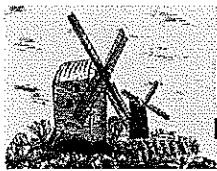
advisory alternative route signage, and encourage stationary motorists to turn-off engines, again through signage.

- 2.33. The Parish is served by the London to Brighton railway line which runs north-south, with a station located within the centre of Hassocks village. There are typically 3 trains per hour in each direction during the day. The station serves a rural hinterland and as a result, there is extensive commuter parking in and around the vicinity of the station.
- 2.34. There is a limited number of bus routes that serve the Parish. The majority operate along the A273, with a relatively limited service within and around the main built up area. The main routes operate on an hourly basis during the day.
- 2.35. There is an extensive Public Rights of Way (PRoW) network within the Parish, and this includes access to, and within, the SDNP. These are used by walkers, cyclists and horse-riders.



Chapter 3

Vision and Objectives



3. VISION AND OBJECTIVES

Introduction

- 3.1. As part of the preparation of the revised HNP, the NPWG reviewed the Vision and Strategic Objectives as contained in the previous version of the HNP. It was considered that both should be amended to reflect the current aspirations of the Parish.
- 3.2. Set out below is the updated Vision and set of Strategic Objectives.

Vision:

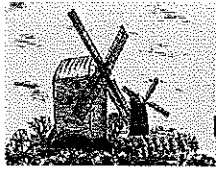
To ensure Hassocks, Keymer and Clayton continue to develop sustainably as a vibrant Parish within a countryside setting.

To provide access for the whole community to local social, cultural, sporting and environmental amenities.

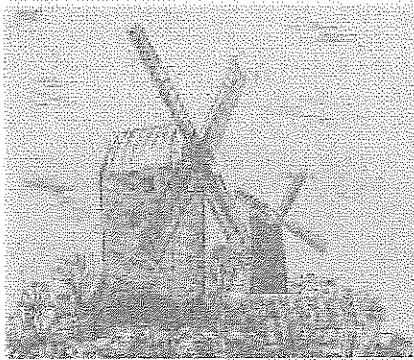
To ensure the Parish retains its rural feel and remains a desirable place to live, work and visit. Changes that occur should protect and enhance the existing character of the Parish.

Strategic Objectives:

1. To preserve and enhance the rural character and biodiversity of the Parish and its historic buildings, maintaining gaps to neighbouring towns and villages, and having regard to the relationship of the Parish within, and part of the setting to the South Downs National Park.
2. To ensure all sections of the community have access to key local services including education, health, community services, sporting, cultural, religious, performing and social clubs, groups and shops.
3. To provide the opportunity for appropriately sized, affordable and sustainable housing, developed in sympathy with the village and its surroundings, built to very high standards of design, construction, energy efficiency and water management.
4. To encourage economic development and job creation within the built-up area of the village.

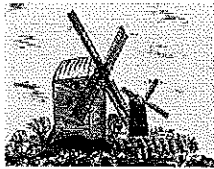


5. To develop the centre of the village to form a distinctive social hub.
6. To promote non-car modes of travel, including through accessibility to public transport and improvements in pedestrian and cycle safety; encouraging people to walk, cycle and ride in and around the Parish; to reduce the impact of traffic in terms of congestion, pollution, parking and vehicle speeds; and to encourage the use and availability of electric vehicles.
7. To ensure the whole Parish is safe, accessible and attractive to all, acting as a gateway to the South Downs National Park, encouraging tourism, and supporting healthy lifestyles and wellbeing.



Chapter 4

Environment and Heritage



4. ENVIRONMENT AND HERITAGE

Strategic Objective:

To preserve and enhance the rural character and biodiversity of the Parish and its historic buildings, maintaining gaps to neighbouring towns and villages, and having regard to the relationship of the Parish within, and part of the setting to the South Downs National Park.

Introduction

- 4.1. The Parish benefits from a rich and varied environment. This includes the scarp slopes of the south downs in the south, merging with the low weald in the north. The main built up area of the Parish is located broadly centrally within its hinterland.

- 4.2. Immediately beyond the Parish boundaries are the settlements of Burgess Hill, Hurstpierpoint and Ditchling.

- 4.3. The Parish benefits from a range of heritage assets and areas of townscape quality, including areas of open space within the built up area.

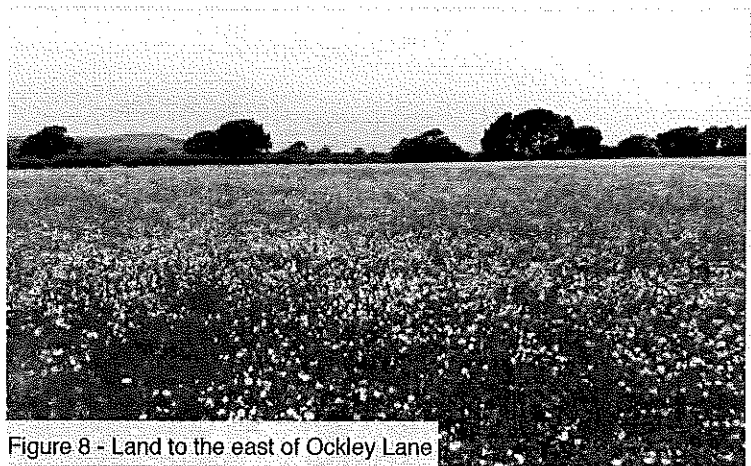
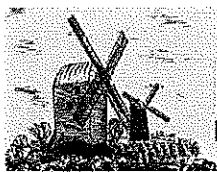


Figure 8 - Land to the east of Ockley Lane

- 4.4. These, individually and collectively, positively contribute to the character of the Parish. It is important that the environment and heritage assets of the Parish are protected over the HNP period.

Policy 1: Local Gaps

- 4.5. The main built up area of Hassocks and Keymer is separated from Burgess Hill to the north and from Ditchling to the east and from Hurstpierpoint to the west by generally undeveloped land.
- 4.6. The importance of the separation of these settlements has previously been acknowledged in the adopted Mid Sussex Local Plan through the identification and designation of Strategic and Local Gaps.

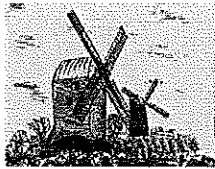


- 4.7. The MSDP acknowledges the settlement pattern of the District makes an important contribution to the distinctive character of Mid Sussex. The Strategic Objectives of the MSDP seek "to promote well located and designed development that reflects the District's distinctive towns and villages, retains their separate identity and character and prevents coalescence."
- 4.8. In order to achieve the Strategic Objectives of the MSDP, Policy 13: Preventing Coalescence of the MSDP, sets out a framework to prevent coalescence between settlements. Furthermore, it confirms the importance that the separate identity of settlements is maintained and people have a sense of having left one settlement before arriving in the next.
- 4.9. The Policy sets out support for the identification of Local Gaps in Neighbourhood Plans. It does not however identify specific areas for protection. In order for Local Gaps to be identified, MSDC require "robust evidence that development within the gap would individually or cumulatively result in coalescence and the loss of the separate identity and amenity of nearby settlements". Furthermore, the policy requires that it must be demonstrated that existing local and national policies cannot provide the necessary protection to these areas.
- 4.10. In light, of the requirements of the MSDP, the HNP is underpinned by a background paper ¹⁰ which reviews Policy 1 and Policy 2 of the Submission HNP (2016) against the requirements of MSDP DP13: Preventing Coalescence, specifically to assess whether there is a need for a gap policy in the HNP.
- 4.11. In reviewing whether there is a need for a gap, the background paper has taken account of changes to planning policy both locally and nationally and also had regard to planning decisions for proposals on land within the previously proposed gap areas. These include approval for up to 97 homes on land to the west of London Road ¹¹ and refusal on appeal for 130 homes on land at Friars Oak.
- 4.12. The proposed development of 97 homes on land west of London Road was the subject of a complex planning appeal process. Ultimately planning permission was granted in March 2017, ¹² by the Secretary of State, having regard to, and following, a Public Inquiry in August 2016. Although planning permission was granted, the appointed Inspector acknowledged that the gap between Hurstpierpoint and Hassocks serves an important planning function in preventing the coalescence of the two settlements, and maintaining their separate identities and amenities, and this is in accordance with the NPPF. The Inspector concluded that with appropriate mitigation, the purpose of the gap and its character would be unduly changed

¹⁰ Revised Hassocks Neighbourhood Plan Local Green Space Policy Review, October 2018

¹¹ APP/D3830/W/14/2226987

¹² APP/D3830/W/14/2226987



by the proposed development. The mitigation referred to by the Inspector included the retained and new planting in the outer open space of the site, to enable the delivery of a softer edge to this part of the settlement than currently exists.¹³

4.13. As part of the preparation of the background paper, a landscape and visual assessment has been undertaken. This demonstrates that:

- The land within the respective gaps retains a strong rural character which reflects key characteristics as described in the HNP Landscape Character Assessment; and
- The land within the respective gaps is of importance in maintaining the setting and identity of the individual settlements.

4.14. In light of the above, the HNP proposes a local gap policy within the revised HNP. The policy seeks to protect the area to the north of the main built up area of Hassocks and Keymer and areas to the east and west of the main built up area of Hassocks, as defined on the Proposals Map. These areas are considered important and the HNP seeks to keep these areas free from development in the long term in order to secure the objectives of the Local Gap. Where there are buildings, or groups of buildings, within the Local Gap, these will be treated as part of the Local Gap.

Policy 1: Local Gap

Local Gaps have been defined and will be safeguarded between:

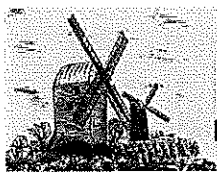
- a. Keymer/Hassocks and Ditchling;
- b. Keymer/Hassocks and Hurstpierpoint; and
- c. Keymer/Hassocks and Burgess Hill.

as defined on the Proposals Map with the objectives of preventing coalescence and retaining the separate identity and amenity of settlements.

Development will be supported within the Local Gap where:

1. It is necessary for the purposes of agriculture, or some other use which has to be located in the countryside; or
2. It is a scheme for housing that is in accordance with MSDP Policy DP6 (1-3) and includes an appropriate landscape buffer to strengthen the purposes of the

¹³ See paragraph 207 of APP/D3830/W/14/2226987



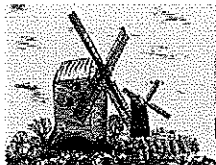
**Local Gap; and
it would not compromise individually or cumulatively the objectives and
fundamental integrity of the gaps between Hassocks and the settlements of
Ditchling, Hurstpierpoint, and Burgess Hill.**

Policy 2: Local Green Spaces

- 4.15. The NPPF enables the designation of land as Local Green Space (LGS) through local and neighbourhood plans.
- 4.16. Paragraph 99 of the NPPF, allows communities to identify and protect green areas of particular importance to them. The NPPF notes LGSs should only be used where the green space is:
- in reasonably close proximity to the community it serves;
 - demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquility or richness of its wildlife; and
 - local in character and not an extensive tract of land. ¹⁴
- 4.17. Having regard to these criteria, it is considered that there are a number of green spaces both within and around the built up areas of the Parish that warrant protection.
- 4.18. The HNP/Policy is supported by a background paper ¹⁵ which sets out and demonstrates how the identified areas meet the requirements of the NPPF. This paper was originally prepared to support the Submission Version HNP (June 2016). It has been updated to take account of changes to national planning policy and to reconsider whether all or part of the previously proposed LGS sites meet the criteria of the NPPF. In addition to consideration of previous LGSs proposed, the background paper also assesses an additional location to be protected.
- 4.19. The background paper includes a traffic light assessment to provide an overview of whether each site fully, partially or does not meet the requirements of the NPPF. This concluded all of the sites assessed, wholly or predominantly meet the NPPF criteria and are therefore proposed as LGS in the HNP. These areas are defined on the accompanying Proposals Map. Within such areas the HNP seeks to protect these green areas from development.

¹⁴ paragraph 100 of the NPPF

¹⁵ Revised Hassocks Neighbourhood Plan, Local Green Space Policy Review, October 2018



Policy 2: Local Green Spaces

The Hassocks Neighbourhood Plan designates the following locations as Local Green Spaces (as shown on the Proposals Map):

1. Land to the north of Shepherds Walk (LGS1).
2. Land at the Ham (LGS2).
3. Land to the south of Clayton Mills (LGS3).
4. Land to the east of Ockley Lane (LGS4).
5. Land at south of Downlands (LGS5).
6. Land to the west of the railway line (LGS6).
7. Land at Pheasant Field (LGS7).
8. Land at Clayton Mills (LGS8).

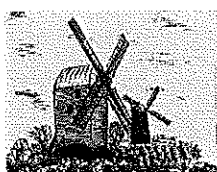
Development proposals, which conflict with the purpose of this designation, will be resisted in these areas.

Policy 3: Green Infrastructure

- 4.20. The NPPF defines 'green infrastructure' as a "network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental quality of life benefits for local communities." ¹⁶
- 4.21. Within the Parish, green infrastructure, includes woodland and hedges, parks and open spaces, recreational space (e.g. golf course), watercourses, PRoW, allotments, tree lined streets and aged or veteran trees. ¹⁷ It also includes an important area of species rich chalk grassland that is recognised and protected by its designation as part of an SSSI.
- 4.22. The benefits that result from this green infrastructure include an enhancement in the visual appearance of the area, provide access for residents to sport, recreation and quiet enjoyment, connected networks for wildlife, help to reduce flood risk, facilitate non-car modes of travel, and provide allotments. Well managed green infrastructure contributes to wider economic and social benefits, improved physical and mental health outcomes, economic competitiveness and greater attraction to tourists.
- 4.23. The HNP seeks to both conserve and enhance existing green infrastructure assets, and ensure new development contributes to the enhancement of this network.

¹⁶ see Annex 2 of the NPPF

¹⁷ see definition in Annex 2 of the NPPF



Policy 3: Green Infrastructure

Development proposals, which seek to conserve, maintain and enhance the existing green infrastructure network will be supported.

Where proposals include the provision of additional green infrastructure these will be supported where:

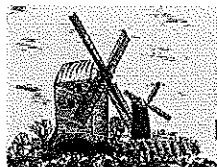
1. They seek to link to the existing path and open space networks;
2. They provide off road access for walking, cycling and horse-riding;
3. Planting contributes to wildlife and links to existing woodland, hedges and streams; and
4. Proposals include the planting of native species.

Proposals, which would result in the loss of existing green infrastructure, will be resisted unless it can be demonstrated that the development proposals brings new opportunities which mitigates or compensates any loss whilst ensuring the protection of the existing ecosystem.

Policy 4: Managing Surface Water

- 4.24. The NPPF advises the planning system should support the transition to a low carbon future in a changing climate, taking full account of flood risk and coastal change.¹⁸
- 4.25. The Flood and Water Management Action 2010 requires County Councils to lead the coordination of flood risk. In light of this, West Sussex County Council (WSCC) have prepared the West Sussex Local Flood Risk Management Strategy. This sets out how WSCC carries out its flood risk responsibilities and outlines a strategy to define how local flood risk will be managed in the county.
- 4.26. With respect to Mid Sussex, the Strategy confirms the District contains six areas that are at risk of flooding. These are Burgess Hill, Copthorne, Hassocks, Haywards Heath and Lindfield, East Grinstead, and Sayers Common.
- 4.27. The Strategy confirms, that properties in Hassocks are largely at risk from surface water flooding. It identifies a number of 'wet spots' and the number of residential properties and businesses susceptible to flood risk by flood source. A total of 685 residential properties and businesses in Hassocks are susceptible to flood risk. Of these, 525 properties are identified as at risk of surface water flooding; 105 are identified as at risk of river and

¹⁸ Paragraph 148 of the NPPF



flooding; and 55 are at risk of flooding from a combination of both surface water and river and sea.¹⁹

4.28. Given the local flood risk issues, the Hassocks, Hurstpierpoint, Keymer and Ditchling Transition (HKD) group commissioned a project to gain a better understanding of flood risk in the local area. This work was funded by West Sussex County Council's Operation Watershed fund.

4.29. The aim of the project was to:

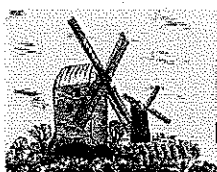
- Digitally map areas for potential green infrastructure (GI) interventions in Hassocks;
- To engage with the public of Hassocks to map areas of where surface flooding and river flooding have historically happened in the town;
- To map areas of where surface flooding is a current concern;
- Assess the potential impact of the GI interventions in Hassocks;
- To work with the public to identify areas where GI could be installed in the village of Hassocks;
- To engage the public and promote GI to the wider public in Hassocks and beyond; and
- To create one GI intervention in the town in 2017.

4.30. The Report²⁰ highlights measures which could be designed into the townscape to help manage local flood risk.

4.31. The HNP wishes to support the implementation of local measures and initiatives to ensure flood risk is managed appropriately.

¹⁹ West Sussex Local Flood Risk Management Strategy, figure 6

²⁰ Hassocks Green Infrastructure Project, Community and Neighbourhood Sustainable Urban Drainage Report, June 2017



Policy 4: Managing Surface Water

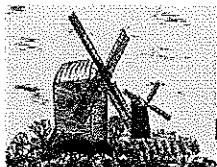
Development proposals, which seek to reduce the risk of surface water flooding will be supported. Development proposals should seek to reduce existing run-off rates in the first instance.

Development proposals which incorporate sustainable urban drainage techniques to manage surface water will be supported. Where technically feasible sustainable drainage techniques should include infiltration measures that reflect natural drainage patterns and manage water as close to its source as possible.

Development proposals which seek to incorporate local measures to manage surface water will be supported.

Policy 5: Enabling Zero Carbon

- 4.32. The Mid Sussex District Council Sustainability Strategy 2018-2023 sets out MSDC's approach to sustainability and delivering sustainable development. This is supported by a Sustainability Action Plan to help co-ordinate and structure sustainability actions and ensure they are implemented in a meaningful and pragmatic way.
- 4.33. The Sustainability Action Plan aims to:
- Embed sustainability in all corporate actions;
 - Support communities in implementing sustainable actions and becoming more resilient to a changing climate; and
 - Support businesses in achieving savings through energy efficiency and other sustainability initiatives.
- 4.34. The HNP supports the aims of the Sustainability Action Plan. In particular, the HNP wishes to support proposals which seek to implement sustainable measures including those which increase the use and supply of renewable and low carbon energy and heat. In addition, the HNP seeks to support proposals which make provision for and support the provision of charging facilities for charging electric vehicles.



Policy 5: Enabling Zero Carbon

Support will be offered for development proposals that incorporate sustainable design features, providing any adverse local impacts can be made acceptable.

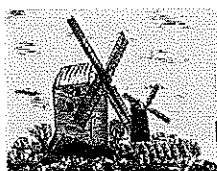
All new residential development proposals should seek to maximise the opportunities for inclusion of renewable and low carbon energy generation.

Planning applications for major developments should be accompanied by an Energy Assessment to demonstrate how carbon dioxide emissions are to be minimised onsite.

Proposals which make provision for charging electric vehicles and making parking areas charging ready will be supported.

Policy 6: Development Proposals Affecting the South Downs National Park

- 4.35. The South Downs was designated as a National Park in April 2011. It stretches from Lewes, in the east to Winchester, in the west, and covers an area of approximately 1,627 square kilometres. It includes the long distance footpath, the South Downs Way.
- 4.36. The statutory purposes for National Parks is set out in the Environment Act 1995 as:
- 1. To conserve and enhance the natural beauty, wildlife and cultural heritage of the area;*
 - 2. To promote opportunities for the understanding and enjoyment of the special qualities of the national park by the public.*
- 4.37. The southern and eastern boundary of the Parish lies in the SDNP, as identified in Figure 2.
- 4.38. The HNP recognises the importance of the South Downs National Park and seeks to positively support the purposes of the Park and the duty of the Park Authority in discharging it's functions with respect to land use.
- 4.39. In addition, the HNP acknowledges the areas of land surrounding the SDNP makes a positive contribution to the setting of the SDNP. The HNP therefore wishes to protect the setting of the SDNP from inappropriate development.



Policy 6: Development Proposals Affecting the South Downs National Park

Development proposals within the South Downs National Park will be supported where they:

1. Have regard to the purposes and duty of the Park Authority; and
2. Conserve and enhance the landscape character, scenic beauty, wildlife and cultural heritage of the Park.

Development proposals on land outside of but contributing to the setting of the South Downs National Park will be supported where proposals:

3. Do not detract from, or cause detriment to, the special qualities and tranquility of the South Downs National Park; and
4. Do not significantly harm the South Downs National Park or its setting.

Policy 7: Development in Conservation Areas

- 4.40. The Parish contains two Conservation Areas. These comprise the historic core of Keymer, and the historic core of Clayton. The Conservation Areas include a number of Listed Buildings.

- 4.41. The NPPF makes clear that Conservation Areas and Listed Buildings are 'heritage assets' and are an irreplaceable resource that should be conserved in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life for existing and future generations.²¹

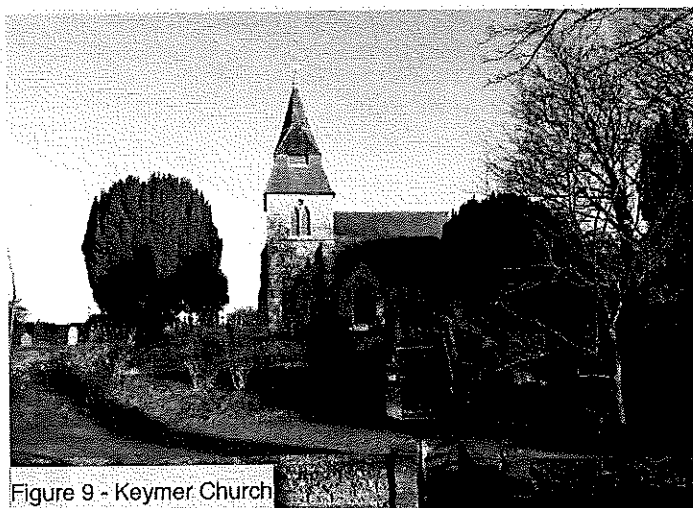
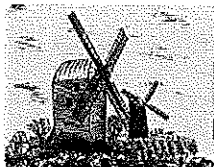


Figure 9 - Keymer Church

- 4.42. The Parish Council supports this requirement, and recognises the importance of heritage assets and the contribution they make to the quality of the area, in terms of local character and distinctiveness, and their associated cultural, economic and environmental benefits.

²¹ Paragraph 184 of the NPPF



Policy 7: Development In Conservation Areas

Development proposals which seek to conserve and enhance the Keymer Conservation Area and Clayton Conservation Area will be supported.

Proposals which respect the following features of the Keymer Conservation Area will be supported:

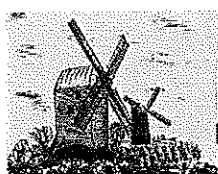
1. Keymer Terrace and the stone wall by the church;
2. The Church and its setting;
3. Properties in the Crescent;
4. Properties and features of Lodge Lane;
5. The Greyhound Pub;
6. The bend in Keymer Road;
7. Views into an out of the Conservation area; and
8. The use of traditional building materials.

Proposals which respect the following features of the Clayton Conservation Area will be supported:

9. The Church and its setting;
10. Former farm buildings associated with Clayton Farm;
11. Clayton Court Barn;
12. The Manor House;
13. Clayton Castle;
14. Building materials including flint, brick, hanging tiles and roof tiles;
15. Views out of the Conservation Area to the open downland, including the Jack and Jill Windmill;
16. Rural setting with the Downs rising steeply to the south;
17. Rural character of Underhill Lane; and
18. The sense of enclosure created by the narrow sunken lane.

Policy 8: Air Quality Management

- 4.43. The Parish contains a designated Air Quality Management Area located at the Stonepound Crossroads. The AQMA was designated in March 2012 as a result of the high levels of nitrogen dioxide being likely to breach the Air Quality (England) Regulations 2000 (as amended). This area includes a number of residential properties that are immediately to the south-east of the crossroads (1-6 Overcourt; The Coach House; and Shouldarry).



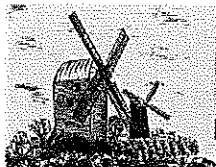
- 4.44. The main reasons for the crossroads being affected by air pollution is the volume of road traffic and the stop-start routine of driving conditions at peak times, caused by the queuing traffic at the traffic lights.
- 4.45. In 2013 MSDC approved an Action Plan, noting that a 'do-nothing' option would fail to bring about improvements in nitrogen dioxide levels. The Action Plan includes three main measures to (i) change light sequencing to reduce stationary times; (ii) minimise HGV movements through advisory alternative route signage; and (iii) reduce pollution from queuing vehicles by encouraging drivers through signage to turn-off engines when stationary. There were also a series of other measures proposed that were noted to be less likely to have a significant impact.
- 4.46. HPC supports proposals which will reduce nitrogen dioxide levels within its area, and reduce the harmful impacts on its residents.
- 4.47. The District Council note that for the AQMA to be revoked, annual air quality monitoring data will need to show levels of air pollution at consistently below the target level.
- 4.48. HPC consider that development should not be supported where it has an unacceptable adverse effect on the AQMA, or where a proposed use or users within the AQMA would be unacceptably adversely effected by the air quality.
- 4.49. HPC do not wish to support proposals which could lead to unacceptable adverse effect upon air quality within the AQMA, in line with European Union air quality standards.
- 4.50. HPC consider this position should be maintained unless and until the levels of air pollution are demonstrably below the target level in the Regulations, sufficient to enable the AQMA to be revoked.

Policy 8: Air Quality Management

Development will be supported where it would not have an unacceptable adverse effect upon air quality within the Air Quality Management Area.

Policy 9: Character And Design

- 4.51. The Parish contains a broad range of architecture styles and townscapes. This reflects its evolution from the medieval origins of the Church of St John the Baptist at Clayton, through to the Georgian farmsteads and manor houses, the ribbon development of settlements along main access routes, and the rapid growth of Keymer and Hassocks following the construction of the railway line in the 1840s, up to the current day.
- 4.52. In support of the preparation of the HNP, a Townscape Appraisal has been undertaken of the main built up area of Hassocks and Keymer.



- 4.53. The purpose of the Appraisal was to assess the village of Hassocks within the built form boundary to determine a baseline for the future. The study goes on to assess the local distinctiveness of the village, helping to determine characteristics to be appreciated and strengthened when more development takes place.
- 4.54. The Appraisal identifies 14 Local Townscape Character Areas. These comprise: Stonepound; South Bank; London Road; Priory; Shepherds Walk; Home Estate; Butchers Wood; Dale; Clayton Mills; Adastra; Church Mead; Keymer, Hurst Road; and Village Centre. Each area was surveyed to determine its particular and discernible sense of place.
- 4.55. The Appraisal concludes the overall finding is that the village of Hassocks has a particular character derived from its location, views, topography, spatial qualities and historical development which makes it distinctive. The Appraisal confirms the village does not have the homogenous quality of its medieval neighbours due to its continuous development in the 19th, 20th and 21st century. The Appraisal confirms the variety enlivens the villages and give a spacious village centre, compared with the villages either side of Hassocks.

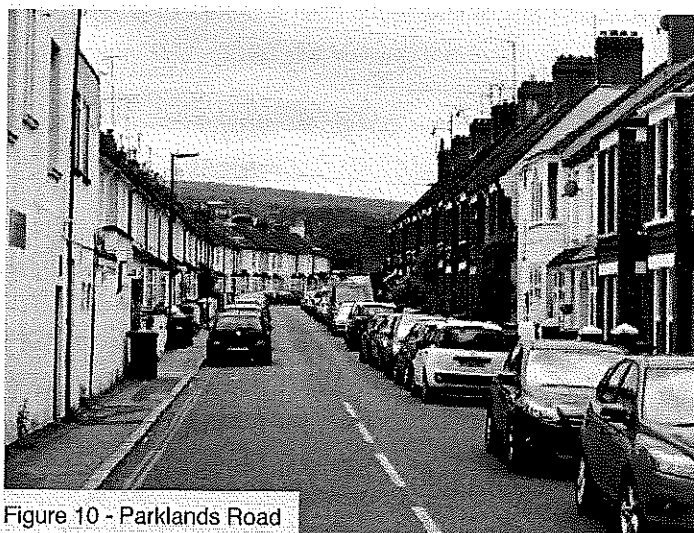
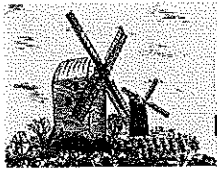


Figure 10 - Parklands Road

- 4.56. The Appraisal confirms the use of local materials, especially local soft-coloured red brick with plain, soft brown, clay roof and red wall tiles give the built form cohesion and local distinctiveness. Furthermore it confirms, small-scale housing with generous front gardens and wide grass verges give a spacious feel that is typical across the major part of the village.
- 4.57. It is considered that the spatial and architectural character of the Parish contributes to its sense of place and quality. These merit protection in conjunction with future development proposals.
- 4.58. The Village Design Statement ²² supports Policy 9 and provides guidance on local design and characteristics.

²² A Vision for Hassocks, Village Design Statement, Part One 2008



Policy 9: Character And Design

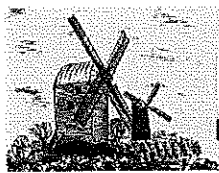
Development proposals will be supported where, they are in line with the Townscape Appraisal, and where the character and design:

1. Is of high quality design and layout;
2. Contributes positively to the private and public realm to create a sense of place;
3. Respects the character and scale of the surrounding buildings and landscape;
4. Protects open spaces and gardens that contribute to the character of the area;
5. Protects valued townscapes and the separate identity and character of Hassocks, Keymer and Clayton;
6. Does not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight, sunlight and security;
7. Creates safe, accessible and well connected environments;
8. Protects existing landscape features and contributes to the village's Green Infrastructure network;
9. Incorporates the use of local materials which are appropriate to the defined Local Townscape Character Area; and
10. Positively responds to the local vernacular character of the defined Local Townscape Character Area.



Chapter 5

Community Infrastructure



5. COMMUNITY INFRASTRUCTURE

Strategic Objectives:

- To ensure all sections of the community have access to key local services including education, health, community services, sporting, cultural, religious, performing and social clubs, groups and shops.
- To develop the centre of the village to form a distinctive social hub.

Introduction

- 5.1. Community infrastructure is critical to the well-being of Parish residents. Ensuring adequate provision, in locations that are readily accessible to the community, is fundamental to the local quality of life. This includes open space, recreation facilities, local community facilities (e.g. Parish Hall, library), education provision and health services. These relate to all sectors of the community from younger to older persons.
- 5.2. Ensuring the delivery of such adequate infrastructure often lies outside the scope of a Neighbourhood Plan, and is reliant on other organisations. However, insofar as this Plan can, control will be exercised, and support offered, for the provision and retention of necessary community infrastructure both in terms of timing and quality.

Policy 10: Protection of Open Space

- 5.3. The NPPF defines open space as *"all open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes, reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity."*²³
- 5.4. This definition is considered to include, but not be limited to, formal space such as sports pitches and tennis courts etc, informal space, such as parkland, and children's play space, including equipped areas both for young and older children.

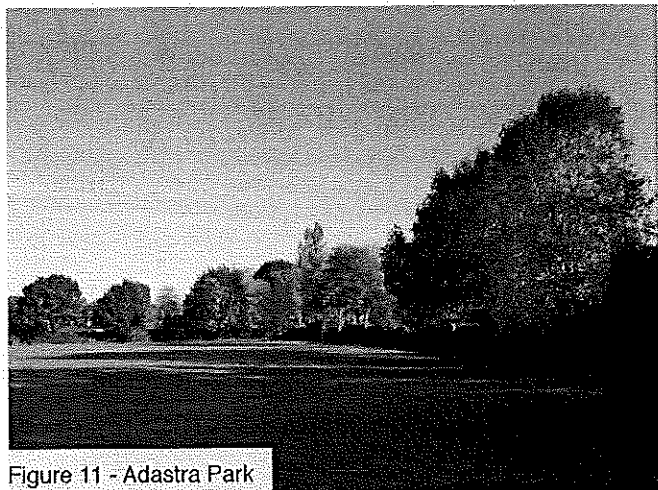
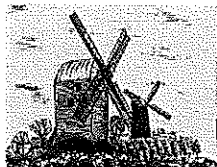


Figure 11 - Adastra Park

²³ Annex 2 of the NPPF



- 5.5. The Parish benefits from a range of such open space, as well as the wider open space within the South Downs National Park. Individually and collectively, these areas bring social benefits and offer important opportunities for sport and recreation, with associated benefits for the health and social well-being of the resident population and visitors. Furthermore, open space can provide important ecological and environmental benefits, including in relation to the character and attractiveness of the area.
- 5.6. The NPPF, confirms access to a network of high quality open spaces and opportunities for sport and physical activity is important for the health and well being of communities.²⁴
- 5.7. The HNP identifies specific areas of public open space within the Parish to be protected from development. The areas identified provide access to open space which provide health and recreational benefits. Furthermore it is considered these areas have an ecological value and contribute to the Parish's green infrastructure.
- 5.8. HPC seek to resist the loss of existing open space; or alternatively, where such loss is unavoidable, secure compensatory mitigatory provision. Furthermore, it is considered that development proposals should include the provision of open space within schemes, to the extent necessary to meet the need arising from the associated development.

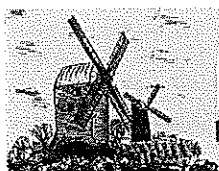
Policy 10: Protection Of Open Space*

Development proposals, which provide a mix of formal and informal open space to meet local need, will be supported. Open space is to be of high quality and serve local need.

The Proposals Map identifies the following areas of public open space:

- a. Land at the Golf Club;
- b. Land at Ham Fields;
- c. Land at Clayton Mills;
- d. Land comprising the strategic allocation to the north of Clayton Mills, to be agreed through the planning application, in accordance with MSDP Policy DP11;
- e. Land at Clayton Recreation Ground;
- f. Land at Adastra Park;
- g. Land at Talbot Fields; and
- h. Land at Belmont playing fields.

²⁴ Paragraph 91 of the NPPF



Development proposals for the replacement of existing open space, including the identified areas of public open space, will be supported where:

1. Equivalent (in qualitative and quantitative terms) or enhanced open space is provided to serve local needs; and
2. Proposals for the replacement of open space ensure the replacement is made available before the loss of the existing.

Development proposals which result in the loss of existing open space, including the identified areas of public open space, will not be supported unless:

3. As assessment has been undertaken which has clearly shown the facility to be surplus to requirements; or
4. The loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location; or
5. The development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss.

** Open space referred to in the context of the above policy is defined as per Annex 2: Glossary, National Planning Policy Framework.*

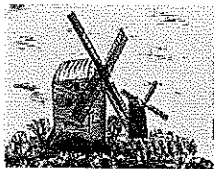
Policy 11: Outdoor Play Space

- 5.9. In support of the retention of existing forms of open space, it is considered desirable and appropriate to specifically seek residential development of 15 units or more, to provide outdoor play space. The overall quantum of space will be determined having regard to the prevailing standards of the District, or as calculated by reference to the need arising from the associated development.



Figure 12 - Play Space Clayton Mills

- 5.10. There is concern locally that too often such play areas, provided in conjunction with residential development comprise a limited number of low quality pieces of equipment,



poorly sited in relation to the wider development and demarcated by austere boundary treatment.

- 5.11. HPC wish to encourage the provision of children's equipped play areas and play space for young people, in creative and imaginative forms that are fully integrated and relate well to the overall development scheme.

Policy 11: Outdoor Playing Space

Development proposals of 5 or more homes will be required to provide play areas and associated equipment. This should be preferably provided on site or alternatively financial contributions should be provided towards both the provision and long term maintenance of off site community facilities.

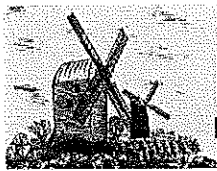
Policy 12: Community Facilities

- 5.12. The Parish benefits from a range of community facilities. These include, but are not limited to community halls, library, schools, medical centre, public houses, religious meeting venues, allotments and cemeteries. Individually and collectively these contribute to the well-being of the local community.



Figure 13 - Parklands Allotments

- 5.13. HPC therefore seek to resist the loss of these facilities; or alternatively, where such loss is unavoidable, secure compensatory mitigatory provision. Proposals for the enhancement of such facilities, either by alteration, extension or replacement will be supported.



Policy 12: Community Facilities

Development proposals which result in the loss of community facilities will not be supported.

Development proposals for the alteration and/or replacement of community facilities will be supported where:

1. Equivalent (in qualitative and quantitative terms) or enhanced facilities are provided to serve local needs; and
2. Proposals for the replacement of a community facility ensure the replacement facility is made available before the closure of the existing facility.

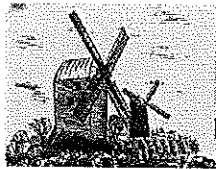
Aim 1: Assets of Community Value

- 5.14. The Localism Act 2011 ²⁵ enables the nomination of Assets of Community Value (ACV) by a community group that is locally connected to the area. In order for land and/or building(s) to be nominated they must meet the requirements of the Localism Act. The nomination must set out and demonstrate *"the land and/or building(s) in current use, (or in the recent past), furthers the social wellbeing or social interests of the local community"*. In addition, nominations must demonstrate *"it is realistic to think that the land and/or building(s) will continue to to further the social wellbeing or social interests of the local community."*
- 5.15. There is a statutory duty upon local authorities to maintain a list of ACV. Where any of the ACV are put up for sale, the community is given time to prepare a bid and can attempt to buy the asset themselves.
- 5.16. HPC wish to support nomination(s) which are in line with the legislative requirement of the Localism Act and complement the Vision and Strategic Objectives of the HNP.

Aim 1: Assets Of Community Value

Support is offered for nominations for building(s) or land in the Parish to be listed as an Asset of Community Value, where such proposals reflect the legislative requirements to further the social wellbeing or social interests of the local community.

²⁵ Part 5 Community empowerment, chapter 3 assets of community value



Policy 13: Education Provision

- 5.17. The Parish currently contains 3 state education schools. These are Hassocks Infants, The Windmills Junior, and Downlands Community School (Secondary). Recent provision of additional school places has occurred at primary level to deliver a 3-form entry at both Hassocks Infants and The Windmills Juniors.
- 5.18. The MSDP advises there are known deficiencies in primary school education in Hassocks, with the existing primary school operating at capacity. In light of this, the strategic allocation at Clayton Mills makes provision of land for a new primary school, which MSDC advise will alleviate existing deficiencies as well as providing extra capacity.
- 5.19. The delivery of adequate school places to serve the local resident population is the responsibility of the Local Education Authority (LEA), West Sussex County Council. HPC wish to support the provision of a two-form entry primary school in the Parish and will therefore work with the Local Education Authority, to ensure a school is provided to meet demand.

Policy 13: Education Provision

The provision of a two-form entry primary school within the Parish will be supported.

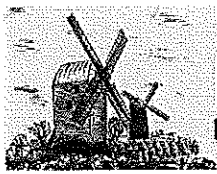
The Parish Council will work with the Local Education Authority, Mid Sussex District Council and developers to ensure a school is provided to meet growing demand in the Parish and in accordance with other policies in the HNP.

Aim 2: Education Facilities

- 5.20. In addition to the need for a Primary school, HPC consider that other educational facilities may be required over the lifetime of the HNP, but acknowledge that these requirements are not yet known.
- 5.21. HPC supports the provision of adequate facilities to meet the needs of the local resident population.

Aim 2: Education Facilities

Support will be offered for the delivery of adequate education facilities to meet the needs of all ages of the local resident population.

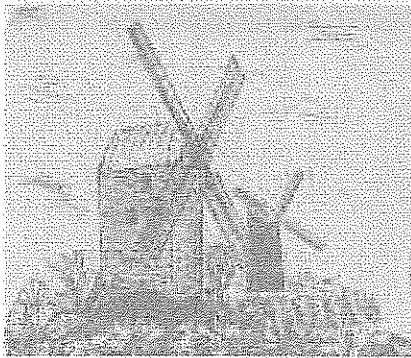


Aim 3: Healthcare Facilities

- 5.22. The Parish is currently served by a health centre in Windmill Avenue. The delivery of adequate healthcare is the responsibility of the Local Clinical Commissioning Group.
- 5.23. Whilst, at this stage, no requirement for additional facilities has been identified, it is acknowledged that additional facilities may be required over the lifetime of the HNP.
- 5.24. HPC supports the provision of adequate healthcare facilities to meet the needs of the local resident population.

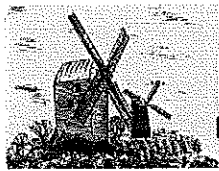
Aim 3: Healthcare Facilities

Support will be offered to the Clinical Commissioning Group to deliver adequate locally based health care provision in the Parish.



Chapter 6

Housing



6. HOUSING

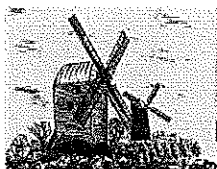
Strategic Objective:

To provide the opportunity for appropriately sized, affordable and sustainable housing, developed in sympathy with the village and its surroundings, built to very high standards of design, construction, energy efficiency and water management.

Introduction

- 6.1. A background paper on housing,²⁶ amongst other matters, sets out HPC's position in light of the adoption of the MSDP.
- 6.2. The MSDP 2014 - 2031 was adopted on 28th March 2018. It replaces the Mid Sussex Local Plan 2004 (other than the saved Local Plan policies). It does not apply to that part of the District within the SDNP.
- 6.3. With respect to meeting housing need, the MSDP has established the objectively assessed housing need (OAHN) of the District as 14,892 dwellings over the Plan period. Provision is also made for 1,498 dwellings to ensure unmet need is addressed in the Northern West Sussex Housing Market Area. This results in a District Plan minimum housing requirement over the Plan period of 16,390.
- 6.4. The MSDP will facilitate the delivery of an average of 876 dwellings per annum (dpa) until 2023/24; and thereafter an average of 1,090 dpa between 2024/2025 and 2030/2031, subject to there being no further harm to the integrity of European Habitat Sites in Ashdown Forest.
- 6.5. Policy DP4 of the MSDP, sets out how the Districts OAN will be delivered. This comprises:
 - Strategic development north and north-west of Burgess Hill: 3,500 dwellings;
 - Land north of Clayton Mills: 500 dwellings;
 - Windfall allowance: 450 dwellings; elsewhere in the District, and
 - As allocated through future Neighbourhood Plans and the Site Allocations document: 2,439 dwellings.

²⁶ Background Paper: Housing Hassocks Neighbourhood Plan, October 2018

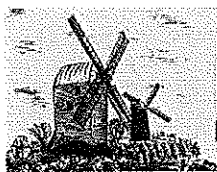


- 6.6. With respect to Neighbourhood Plans, Policy DP4 sets out the spatial distribution of the housing requirement by reference to settlement categories. The MSDP identifies five settlement categories of which Burgess Hill, East Grinstead and Haywards Heath fall within Settlement Category 1 and are required to deliver the majority of the housing requirement over the Plan period.
- 6.7. Hassocks and Keymer fall within Settlement Category 2 (together with Copthorne, Crawley Down, Cuckfield, Hurstpierpoint and Lindfield). Collectively MSDP Policy DP4 identifies a minimum requirement over the Plan period for Category 2 settlements to provide 3,005 dwellings, with the minimum residual from 2017 onwards (i.e. accounting for existing completions and commitments) of 838 dwellings.
- 6.8. With respect to the Neighbourhood Plan Strategy, the MSDP provides clarity between the District housing requirement and the role of individual Neighbourhood Plans in meeting this. It shows the minimum residual amount of development for each settlement over the rest of the plan period, as at April 2017.
- 6.9. For Hassocks, the MSDP sets out:
- A minimum requirement of 882 dwellings to be delivered over the Plan Period (based on stepped trajectory);
 - A minimum requirement of 519 dwellings to be delivered up to 2023/24 (based on 876 dpa);
 - The number of commitments and completions in Hassocks, as at 1 April 2017 amounts to 882 dwellings;²⁷ and
 - In light of the number of commitments and completions in Hassocks, the minimum residual number of dwellings to be delivered from 2017 onwards is zero.
- 6.10. The revised NPPF makes clear that strategic policy-making authorities should establish a housing requirement figure for designated neighbourhood areas.²⁸ Whilst this post-dates the MSDP, the District Plan Inspector required a similar exercise be undertaken as part of the preparation of the MSDP.²⁹ This resulted in the terms of policy DP4: Housing, and the supporting text, including the Table on page 36 of the MSDP, as detailed above.
- 6.11. The MSDP therefore requires within Hassocks Parish, the delivery of a minimum housing requirement of 882 dwellings over the MSDP period. This housing requirement figure is met

²⁷ 882 includes strategic allocation to the north of Clayton Mills

²⁸ see paragraph 65 of NPPF 2018

²⁹ see J Bore letter of 20th February 2017



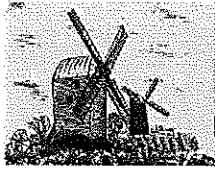
by existing commitments and completions as at April 2017 which includes the strategic site allocation of land north of Clayton Mills (MSDP DP11).

- 6.12. It is noted that this number is substantially higher than any of the other settlements that are identified at Category 2 in the settlement hierarchy.³⁰
- 6.13. In light of the above, HPC concluded that there is no requirement to make housing allocation provision for addition residential development within the Parish over the HNP period. The HNP does however support the delivery of further windfall development within the Parish, subject to compliance with policies in the HNP.

Policy 14: Residential development within and adjoining the built-up area boundary of Hassocks

- 6.14. The NPPF defines windfall development as "sites not specifically identified in the development plan."
- 6.15. Paragraph 68 of the NPPF acknowledges small and medium sized sites can make an important contribution to meeting the housing requirement of an area, and are often built-out relatively quickly. In order to promote the development of a good mix of sites local planning authorities should "support the development of windfall sites through their policies and decisions-giving great weight to the benefits of using suitable sites within existing settlements for homes."
- 6.16. MSDP Policy DP6: Settlement Hierarchy sets out support for development within towns and villages with defined built-up area boundaries. The Policy states that outside of the defined built-up area boundaries, the expansion of settlements will be supported where:
- The site is allocated in the District Plan, a Neighbourhood Plan or subsequent Development Plan Document or where the proposed development is for fewer than 10 dwellings; and
 - The site is contiguous with an existing built up area of the settlement; and
 - The development is demonstrated to be sustainable, including by reference to the settlement hierarchy.
- 6.17. In accordance with the NPPF, HPC wish to plan positively for the future of the Parish. Therefore, and in line with MSDP DP6, HPC wish to support further windfall development within the built-up area boundary; and outside of the built-up area boundary, where this is on land that lies outside of the identified Local Gap and South Downs National Park, subject to a number of criteria.

³⁰ see Policy 6: Settlement Hierarchy of the MSDP and Table on page 26 of the MSDP



- 6.18. Given the historic supply of windfall development within the Parish, it is anticipated this will facilitate the delivery of further residential development over the HNP period, in excess of the minimum housing requirement figure in the MSDP.

Policy 14: Residential development within and adjoining the built-up area boundary of Hassocks

Development proposals for residential development on unidentified sites within the defined built-up area of Hassocks will be supported where proposals:

1. Are of an appropriate nature and scale; and
2. Positively respond to the character and function of the area.

Development proposals for residential development outside of the built-up area of Hassocks will be supported where:

3. The proposed development is for fewer than 10 dwellings; and
4. The site is contiguous with an existing built-up area of the settlement; and
5. The site is outside of the South Downs National Park; and
6. The development is demonstrated to be sustainable, including by reference to Hassock's position in the settlement category hierarchy of MSDP Policy DP6; and
7. Where the development is located within the Local Gap, it complies with the criteria of Policy 1: Local Gap.

Policy 15: Hassocks Golf Club

- 6.19. Hassocks Golf Club is an existing 18-hole golf course with an associated clubhouse and infrastructure. It is open to both members and non-members. It is located on the north-west edge of the built up area of Hassocks and Keymer, on the west side of the A273 and north and west of Reed Close and Pavilion Close.

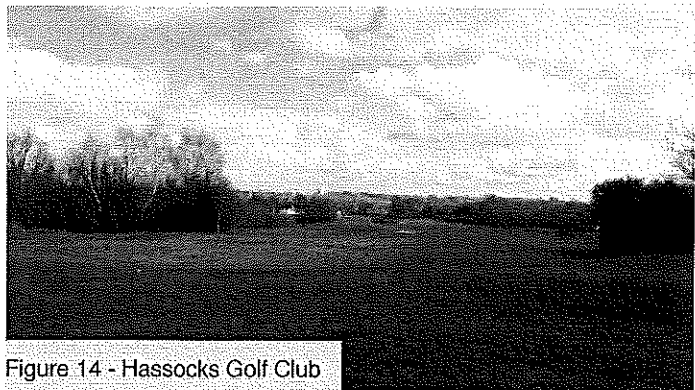
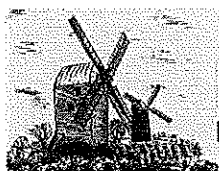


Figure 14 - Hassocks Golf Club



- 6.20. The previous Submission HNP allocated land at Hassocks Golf club for up to 130 residential units and a 9 hole golf course facility subject to a number of criteria.
- 6.21. An application to comprehensively redevelop the site for up to "130 residential units, replacement golf clubhouse and new driving range, new golf holes and associated infrastructure" was submitted in April 2016 and subsequently approved by MSDC in June 2017.³¹
- 6.22. Since the grant of planning permission, a further application for the redevelopment of the site comprising of 165 residential units has been submitted to MSDC.³² This application was resolved to be approved at the MSDC District Planning Committee on 29 November 2018.
- 6.23. The principle of development has been established on the site through the grant of planning permission. HPC wish to ensure any future applications on the site are developed in line with the Vision and Strategic Objectives of the HNP. The HNP therefore includes a policy to support the development of the site in line with the Vision and Strategic Objectives of the HNP.

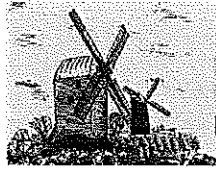
Policy 15: Hassocks Golf Course

Residential development proposals on land at Hassocks Golf Club (as identified on the Proposals Map) will be supported where proposals:

- 1. Do not extend into the Local Gap (as identified on the Proposals Map);**
- 2. Protect ancient woodland;**
- 3. Allow for the retention of existing mature trees and hedges;**
- 4. Protect and do not adversely affect heritage assets, including Friars Oak House and its rural setting;**
- 5. Provide a suitable mix of dwelling types and sizes to meet the needs for current and future households;**
- 6. Protect the amenity of existing residential properties bordering the site;**
- 7. Provide a mix of high quality formal and informal open space;**
- 8. Include details for the maintenance of public open space;**
- 9. Provide land to the west of Belmont Recreation Ground for formal/informal open space;**

³¹ DM/16/1775

³² DM/18/2616



- 10. Provide suitable access and parking; and
- 11. Maximise opportunities to facilitate and provide the increased use of alternative means of transport to private non-carbon fueled vehicles.

Policy 16: Land to the North of Clayton Mills and Mackie Avenue

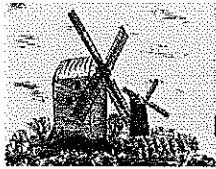
- 6.24. The previous Submission HNP allocated land to the north of Clayton Mills and Mackie Avenue for up to 140 units.
- 6.25. As part of the MSDP Examination, MSDC were directed to undertake further work to identify sites or broad areas of land for potential development in order to meet the minimum housing requirement for the MSDP period.
- 6.26. The MSDP, subsequently allocated part of the site and further land to the north, for 500 dwellings and associated infrastructure, including a new primary school (MSDP Policy DP11).
- 6.27. HPC made representations to the Inspector of the MSDP setting out strong objections to the proposed allocation of 500 dwellings and associated infrastructure. Notwithstanding this, the Inspector concluded that the site should be allocated, and this is reflected in MSDP Policy DP11.
- 6.28. This allocation has established the principle of development of the site. HPC nonetheless wish to ensure any future application(s) on the site is developed in line with the Vision and Strategic Objectives of the HNP. The HNP therefore includes a policy to support the development of the site in line with the Vision and Strategic Objectives of the HNP.

Policy 16: Land to the north of Clayton Mills and Mackie Avenue

Land to the north of Clayton Mills and Mackie Avenue is allocated as a Strategic Development in MSDP Policy DP 11. Development Proposals on this site will be supported where they accord with MSDP DP 11.

To ensure the site is developed in line with the Vision and Strategic Objectives of the HNP, HPC will support proposals which:

- 1. Do not extend into the Local Gap (as identified on the Proposals Map);
- 2. Provide a greenspace buffer on the northern periphery of the site to form a defensible boundary and to prevent coalescence with Burgess Hill;



3. Transfer land within the greenspace buffer to the Parish Council;
4. Protect the amenity of existing residential properties bordering the site;
5. Provide a suitable mix of dwelling type and sizes to meet the needs of current and future households;
6. Protect existing Public Rights of Way within and adjacent to the site and their open aspect through suitable landscaping;
7. Do not detract from, or cause detriment to, the special qualities and tranquility of the South Downs National Park (in line with HNP Policy 6)
8. Protect the setting of the nearby heritage asset;
9. Protect existing open space to the south of the strategic allocation;
10. Provide a mix of high quality formal and informal open space;
11. Provide suitable access and parking arrangements; and
12. Maximise opportunities to facilitate and provide the increased use of alternative means of transport to private non-carbon fueled vehicles.

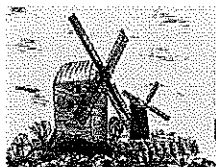
Policy 17: Land to the west of London Road

- 6.29. The previous Submission HNP allocated a number of green spaces both within and around the built areas of the Parish that met the requirements of the NPPF. This included Land at the Ham ³³ (LGS2) as a Local Green Spaces.
- 6.30. Notwithstanding this an application for residential development for 97 dwellings on land west of London Road ³⁴ was submitted to MSDC in November 2013. The application was refused in May 2014; and was the subject of an appeal which was dismissed in March 2015. However, this decision was challenged in the High Court and was subsequently quashed in February 2016. The appeal was therefore the subject of re-determination by the Secretary of State (SoS).
- 6.31. The Government appointed Inspector held a Public Inquiry in August 2016. HPC made representations at the Public Inquiry setting out strong objections to the proposed development. Notwithstanding the SoS allowed the appeal and planning permission was granted in March 2017. ³⁵

³³ Also known as land to the west of London Road

³⁴ DM/13/03818

³⁵ APP/D3830/W/14/2226987



- 6.32. Since this granting of permission for 97 residential units, a subsequent application for residential development for 129 dwellings and associated infrastructure was submitted to MSDC in October 2017. The application was approved in July 2018.³⁶
- 6.33. The principle of development on this site has been established through the granting of planning permission. HPC wish to ensure any future application(s) on the site are developed in line with the Vision and Strategic Objectives of the HNP. The HNP therefore includes a policy to support the development of the site in line with the Vision and Strategic Objectives of the HNP.

Policy 17: Land west of London Road

Development proposals on land west of London Road (as identified on the Proposals Map) will be supported where proposals accord with the Vision and Strategic Objectives of the HNP.

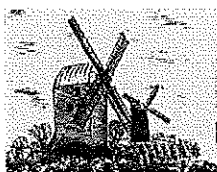
HPC will support proposals which:

1. Do not extend into the Local Gap (as identified on the Proposals Map);
2. Provide a suitable mix of dwelling types and sizes to meet the needs for current and future households;
3. Protect the amenity of existing residential properties bordering the site;
4. Provide a greenspace buffer on the western periphery of the site to form a defensible boundary and to prevent coalescence with Hurstpierpoint;
5. Provide a mix of high quality formal and informal open space
6. Have a financial fund to provide for the maintenance of the public open space for not less than 20 years;
7. Do not have an unacceptable adverse effect upon air quality within the Air Quality Management Area;
8. Provide suitable access and parking; and
9. Maximise opportunities to facilitate and provide the increased use of alternative means of transport to private non-carbon fueled vehicles.

Aim 4: Housing Mix

- 6.34. The Census data indicates that the average household size in the Parish was 2.28 persons in 2011; an increase of 2.21 persons from the Census of 2001. It is considered that this change which runs contrary to the general trend of decreasing household size, is

³⁶ DM/17/4307



considered likely to be attributable to the development of Clayton Mills which is typified by family style dwellings.

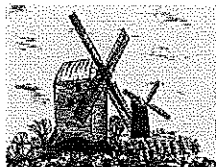
- 6.35. The Census data from 2011 also reveals that there is a broad range in the size of households. Some 30% are 1 person; 38% are 2 persons; 14% are 3 persons; 14% are 4 persons; and 5% are 5 persons or more.
- 6.36. This demonstrates that the actual size of households is predominantly 2 or less (68%). Whilst this does not necessarily automatically translate into a demand for 1 and 2 bedroom properties (as some smaller households may wish to have additional bedrooms for use as study/ spare room etc), it does indicate that the demand from the resident population is likely to be more toward smaller properties, than larger properties.
- 6.37. The NPPF, advises the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policy.
- 6.38. HPC wish to support new residential development to provide a mix of housing types. Support will therefore be offered to developments which seek to contribute to the demand for 1 and 2 bedrooms dwellings. This will serve to ensure that the needs of all sizes of households are likely to be met in future developments.
- 6.39. It is also considered that the different needs of varying sectors of the community need to be provided for within new housing development, including older people and vulnerable groups. An example of this is via the provision of dwellings that meet the Lifetime Homes Standard. This is justified given the Census data from 2011 indicates that 26% of the resident community of the Parish are aged 65 or over.

Aim 4: Housing Mix

Development proposals which provide a mix of dwelling types and sizes to meet the needs of different groups will be supported.

Policy 18: Affordable Housing

- 6.40. The MSDP sets out the requirement for the provision of affordable housing for residential development. MSDP Policy DP31 sets out different thresholds with respect to the provision of affordable housing, dependent upon the size and location of development.
- 6.41. In addition, Policy DP31 requires all affordable housing to be integrated with market housing and meet national technical standards for housing. The HNP supports the requirements of MSPD Policy DP31.



- 6.42. MSDC is required to publish an Allocation Scheme which sets out how it decides who to put forward as a prospective tenant of a housing association property. The Scheme must show how MSDC awards priority to particular descriptions of applicants and the procedure that is followed in allocating housing.
- 6.43. MSDC published, a report entitled "Housing Allocation Scheme", in April 2018. It sets out who qualifies to go on the housing register; how priority is given to Applicants with differing housing circumstances; and the procedures that are to be followed when applicants are selected to be allocated accommodation by MSDC.
- 6.44. The Report confirms MSDC is concerned that new developments of general needs housing in the towns and villages of Mid Sussex should enable those local people in housing need who wish to do so to remain in their local community in order to contribute to the sustainability of that community. The Report³⁷ sets out "special rules" designed to ensure this happens.
- 6.45. The provision of affordable housing for local people is an aspiration of the HNP. The HNP therefore supports people with a local connection who wish to secure affordable housing in the Parish.

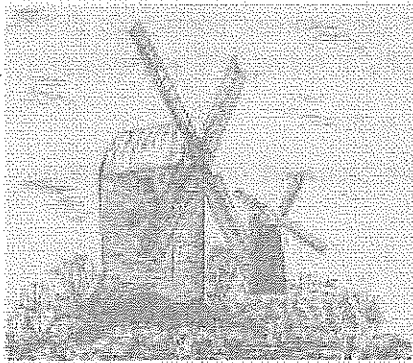
Policy 18: Affordable Housing

Residential development proposals should provide a mix of affordable housing sizes, types and tenures aligned to meet the needs of the Parish.

Applicant(s) for occupation of affordable housing who have a local connection with the parish of Hassocks will be given priority over other bids. In order to establish a local connection, the applicant(s) must meet one of the following criteria:

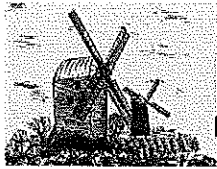
1. Resides the parish of Hassocks as their only or principal home and has done so for the previous 2 years; or
2. Has resided in the parish of Hassocks as their only or principal home for a period of at least 3 years in aggregate out of the preceding 5 years; or
3. Is in paid employment in the parish of Hassocks (working 16 hours or more a week) and has been for the previous 2 years; or
4. Has close relatives who reside in the parish of Hassocks as their only or principal home and have done so for at least the previous 5 years, or the previous 2 years if the Applicant is aged 65 or over.

³⁷ Section 39, MSDC Housing Allocation Scheme with effect from April 2018



Chapter 7

Economy



7. ECONOMY

Strategic Objectives:

- To encourage economic development and job creation within the built-up area of the village.
- To develop the centre of the village to form a distinctive social hub.

Introduction

- 7.1. The Census data from 2011 indicates that the 'economically active' residents of the Parish are more likely to be 'white-collar' workers in 'professional' jobs, that work from home or commute to London, than the District and National average.
- 7.2. This is reflected in the general absence of large areas of employment floorspace in the Parish, and a lack of demand for such provision in the results of surveys ³⁸ undertaken as part of the preparation of the HNP.
- 7.3. Other economic activity floorspace of the Parish is therefore focussed on the retail shops and services located predominantly along Keymer Road.

Policy 19: Village Centre

- 7.4. A District Council Retail Study, dated November 2014, found a healthy commercial centre, of the Parish with a typically well-maintained public realm and limited number of vacant units. It noted that in the 10 years since the previous survey, the overall number of units had increased. There was however, some shift in use with a decline in 'convenience' and 'comparison' units, and an increase in, amongst others, cafes.
- 7.5. It is considered important to seek to preserve and enhance the vitality and viability of this retail and commercial centre. In particular, support is offered for proposals that would enhance the character and sense of place of the centre. Such works should facilitate the experience and enjoyment of users of these facilities. This could be achieved by a range of measures.

³⁸ NP Business Questionnaire, March 2015



Policy 19: Village Centre

Development proposals which seek to enhance the character and sense of place of the central retail and commercial area of Hassocks will be supported.

This will include, but is not limited to, proposals to enhance parking facilities, traffic flow, pedestrian and cycling facilities, shop frontages, green spaces, public realm and signage.

Policy 20: Tourism

- 7.6. The southern part of the Parish, including Clayton lies within the South Downs National Park (see Figure 2), whilst the main built-up area of Hassocks and Keymer lies at the foot of the scarp slopes.
- 7.7. Within the Parish boundary are the iconic 'Jack and Jill' Clayton windmills, which are visible from the east-west South Downs Way, located a short way to the south.
- 7.8. The position of the main built up area of the village, including its railway station provides a convenient and accessible gateway to visitors to the South Downs National Park (SDNP).
- 7.9. Aligned to this, the SDNPA commissioned, Visitor Accommodation Review (December 2014) concludes that there is potential for visitor accommodation development across all parts of the SDNP both in terms of expansion and upgrade of existing accommodation and the development of new accommodation. The survey concludes that the visitor accommodation sector is performing very strongly at weekends and during the week in the peak summer months, with frequent shortages of all types of accommodation at these times. It also concludes that there is strong demand for high quality accommodation which generally trades at the highest levels of occupancy and price. It considers that there is a clear prospect for future growth in the demand for all types of visitor accommodation in the National Park, and there are some clear gaps in accommodation supply along the South Downs Way.

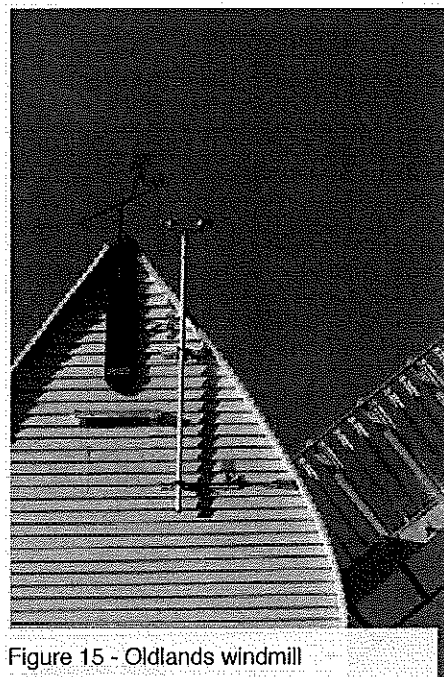
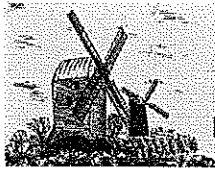


Figure 15 - Oldlands windmill



- 7.10. It is considered that the Parish is geographically well-placed to contribute to meeting the demand for accommodation in and around the SDNP. However, at present the Parish has only a limited provision of overnight accommodation.
- 7.11. HPC therefore supports the growth of overnight accommodation within the Parish to contribute to meeting the need identified in the National Park commissioned survey. Such provision must have regard to impact on its immediate environs.

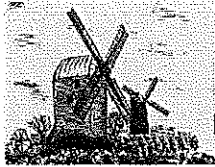
Policy 20: Tourism

Development proposals, which promote tourism activities and include overnight accommodation, will be supported provided the siting, scale and design has regard to and reflects the local area.



Chapter 8

Transport



8. TRANSPORT

Strategic Objectives:

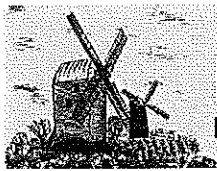
- To promote non-car modes of travel, including through accessibility to public transport and improvements in pedestrian and cycle safety; encouraging people to walk, cycle and ride in and around the parish; to reduce the impact of traffic in terms of congestion, pollution, parking and vehicle speeds; and to encourage the use and availability of electric vehicles.
- To ensure the whole parish is safe, accessible and attractive to all, acting as a gateway to the South Downs National Park, encouraging tourism, and supporting healthy lifestyles and wellbeing.

Introduction

- 8.1. Hassocks is readily accessible by road and rail and benefits from public bus services. However, the intersection of the north-south and east-west routes at Stonepound Crossroads suffers from congestion at peak times. Air pollution is a key concern in this area. The village centre and some residential streets in the vicinity of the train station also experience parking congestion.
- 8.2. Delivering improvement to the existing infrastructure network and associated public transport services, generally lies outside the scope of a Neighbourhood Plan, and is reliant on other organisations. However transport measures to improve existing deficiencies is supported by HPC and are therefore included within the HNP as Aims.

Aim 5: Non-car route ways

- 8.3. The Parish is relatively well served by footpaths within the main built up area and the adjacent countryside. There are 'gaps' in provision where a short link between existing paths could improve the value of the overall network. HPC therefore wish to support measures, either individually or collectively to form a linked PRoW or non car route network to create a circular accessibility route around the built-up area of Hassocks.
- 8.4. The footpaths and cycle ways are generally well marked. Nevertheless, the surface of many paths is poor and many become impassable in the winter months. HPC wish to support the repair and upgrade of PRoWs to enhance their usability all year round by those with mobility impairments.
- 8.5. HPC wish to support measures to increase and improve off road routes and inter connectivity. In particular, HPC wish to support the creation of all weather publicly



accessible non car routes to link Hassocks and Clayton villages; Hurstpierpoint and Burgess Hill in particular on land to the east of the railway line.

- 8.6. Public consultation events have highlighted local concern with the PRow which includes the unprotected railway crossing between the Clayton Mills and Shepherd's Walk estate as a potential safety issue. HPC therefore wish to support enhancements in the safety of the PRow crossing of the railway line on land between Clayton Mills and Shepherds Walk.
- 8.7. Given the development pressures facing Hassocks, HPC wish to support the provision and/or enhancement of non-car accessibility routes, including for mobility impaired between new development and Hassocks centre.

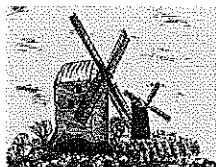
Aim 5: Non-car route ways

Support will be offered for measures to improve the accessibility and usability of Public Rights of Way (PRow). This includes, but is not limited to:

1. Measures, either individually or collectively to form a linked PRow or non car route network to create a circular accessibility route around the built-up area of Hassocks;
2. The repair and upgrade of PRowS to enhance their usability all year round and by those with mobility impairments;
3. Enhancement in the safety of the PRow crossing of the railway line on land between Clayton Mills and Shepherds Walk;
4. Provision and/ or enhancement of non-car accessibility routes, including for mobility impaired between new development and Hassocks centre;
5. The creation of an all-weather publicly accessible non car route linking Hassocks and Clayton villages;
6. The creation of an all-weather publicly accessible non car route linking Hurstpierpoint and Hassocks (in consultation with Hurstpierpoint and Sayers Common Parish Council); and
7. The creation of an all-weather publicly accessible non car route route linking Hassocks to Burgess Hill, in particular on land to the east of the railway line.

Aim 6: Public Transport

- 8.8. The London to Brighton line which serves Hassocks is operating at capacity and this has an impact on the reliability of services. It is acknowledged some improvement in reliability should be possible as the existing signaling system is replaced, which is due to take place in stages over the next ten years.



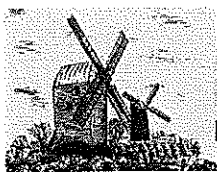
- 8.9. Given the wider capacity constraints, it is acknowledged there are limited measures that could be undertaken to improve train services from Hassocks. However HPC supports measures which could increase train services serving Hassocks.
- 8.10. In contrast to rail services, the Parish is not as well served by buses. At present the majority of buses serving Hassocks run parallel to the railway on the A273 and do not directly serve the railway station or the village centre.
- 8.11. The village is served by the following buses: No.33 (a service between Hurstpierpoint, Burgess Hill and Haywards Heaths, operating Monday-Saturday); 33A (a service between Warden Park School, Haywards Heath, Burgess Hill and Hurstpierpoint, operating Monday-Saturday. 590 (a service between Sayers Common, Hurstpierpoint, Keymer and Albourne, operating Monday-Friday); and 331 (a service between Sayers Common, Hurstpierpoint, Hassocks and Downlands, operating on school days only).
- 8.12. The 'Village Rider' No.167 (Burgess Hill, Hassocks, Ditchling and Offham, operating Monday-Friday) and No.168 (Burgess Hill, Wivelsfield, East Chilmington, Ditchling and Burgess Hill operating Monday to Friday) also serves the village.
- 8.13. In addition, the 270, 271, 272 and 273 offer services to Brighton operating Monday-Sunday. There is a community bus service which is operated by volunteers.
- 8.14. From Hassocks train station there are regular services running daily to London. The average direct journey time (from Hassocks to London Victoria) is 1hr 04 mins. The fastest journey is 47 minutes. On an average weekday, there are 40 trains per day traveling from London Victoria to Hassocks.³⁹ There are also regular services running daily from Hassocks train station to Brighton taking on average 11 minutes.
- 8.15. HPC therefore supports improvements to both bus and rail services as well as improvements to public transport infrastructure.

Aim 6: Public Transport

Support will be offered for measures to improve public transport accessibility to, within, and around the Parish. This includes, but is not limited to:

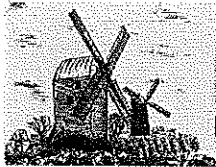
1. Enhancement of bus and rail services, including the number and times of services, frequency, capacity and connectivity to the wider public transport network; and
2. Enhancement of bus and rail infrastructure, including bus stops and rail station car parking.

³⁹ www.thetrainline.com/train-times/london-victoria-to-hassocks



Aim 7: Traffic and Accessibility

- 8.16. Stonepound Crossroads is an AQMA, due to the high levels of nitrogen dioxide in the area, caused by the volume of traffic and the start stop routine of driving conditions at peak times. During peak hours there are significant queues on the approaches to Stonepound Crossroads. This is reflected in the findings of the AQMA; and the Action Plan for the area sets out a range of proposals to seek to reduce the amount of traffic using the junction, in particular by HGV's. HPC wish to support the routing of HGVs away from the A273 in proximity to the Stonepound Crossroads.
- 8.17. Public consultation as part of the preparation of the HNP has highlighted concern regarding congestion and safety within the centre of the village, particularly on Keymer Road between Dale Avenue and Woodsland Road.
- 8.18. HPC therefore wish to support proposals that will result in a reduction in traffic and congestion, association pollution and highway safety problems at these junctions.
- 8.19. Traffic accident data has highlighted road safety as an issue on the A273, with particular focus at Stonepound Crossroads, and on Keymer Road between Dale Avenue and the Parklands Road junction.
- 8.20. During a public consultation exercise as part of the preparation of the HNP, concern was expressed by local residents at the speed of vehicular traffic in the Parish, particularly on Grand Avenue and Keymer Road. There were requests for improved enforcement of speed limits. Furthermore, there was strong support from local residents for the introduction of 20mph speed limits around the schools and in the centre of the main built up area.
- 8.21. HPC therefore wish to support the introduction of 20mph zones within the Parish's existing and proposed residential areas.
- 8.22. Public consultation exercises as part of the preparation of the HNP identified concerns with road safety at the junction of Lodge Lane and New Road, where traffic from Lodge Lane seeks to enter the flow of traffic on New Road. In light of this, HPC wish to support the introduction of roundabouts at the junctions of Keymer Road/Grand Avenue, and Lodge Lane/New Road.
- 8.23. HPC wish to support efficient, safe and accessible means of transport with overall low impact on the environment. In line with paragraph 105 of the NPPF, HPC wish to support the adequate provision of, or contribution towards infrastructure to facilitate electric and other ultra low emission vehicles within the Parish.



Aim 7: Traffic and Accessibility

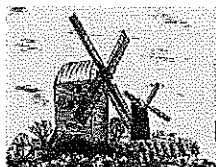
Support will be offered for proposals to minimise the impact of traffic and enhance traffic safety within the Parish. This includes but is not limited to:

1. Reduction in traffic congestion, association pollution and highway safety problems at Stonepound Crossroads, Dale Avenue and Keymer Road;
2. Introduction of 20mph zones within the Parish's existing and proposed residential areas;
3. Introduction of roundabouts at the junctions of Keymer Road/ Grand Avenue, and Lodge Lane/New Road;
4. Routing HGVs away from the A273 in proximity to the Stonepound Crossroads; and
5. Promotion of, or contribution towards, infrastructure to enable use of non-carbon fueled vehicles within the Parish, including from new development.



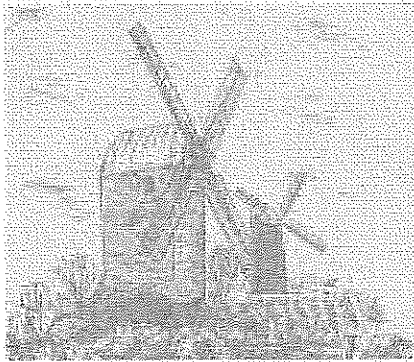
Chapter 9

Implementation & Delivery



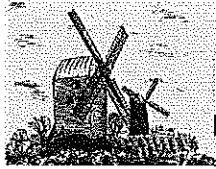
9. IMPLEMENTATION AND DELIVERY

- 9.1. The HNP will provide a long term planning framework for the Parish. Following consultation on the Regulation 14 Pre-submission Plan, the HNP will undergo further public consultation, managed by MSDC known, as Regulation 16 Submission consultation. The HNP will subsequently be subject to an independent Examination and if successful will be subject to Referendum.
- 9.2. The HNP once "made" by MSDC will become part of the Development Plan for the District. It will be used by MSDC officers to guide development, in those areas which fall outside of the SDNP up to 2031.
- 9.3. The HNP will also become a Development Plan of the SDNPA. It will be used by SDNPA Officers to guide development, in those areas which fall inside of the SDNP up to 2031.
- 9.4. Once part of the Development Plan Document, it is envisaged MSDC will monitor the effectiveness of the HNP to ensure the effective delivery of it's Strategic Objectives.
- 9.5. MSDC have prepared an Infrastructure Delivery Plan (IDP) to support the MSDP. This sets out and identifies the infrastructure required to support the growth identified within the MSDP. MSDC have confirmed they are intending to progress work on a Community Infrastructure Levy Charging Schedule, which will set out the charging rates for new development in Mid Sussex. MSDC have advised there is no timetable for this work program agreed at this time.
- 9.6. In the meantime infrastructure facilities and services directly required by development will be funded through financial contributions and will be negotiated via S106 agreements.



Chapter 10

Proposals Map

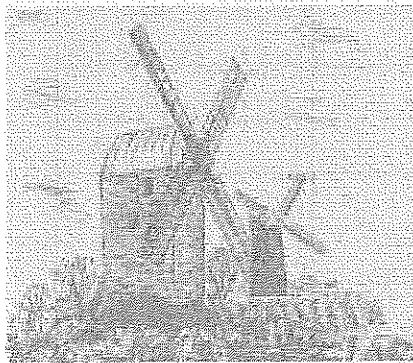


HASSOCKS
PARISH COUNCIL

Hassocks: Gateway to the South Downs National Park

10. PROPOSALS MAP

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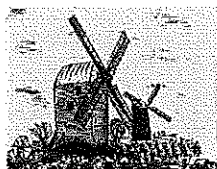
Chapter 11

Evidence Base

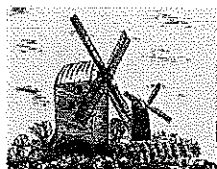


11. EVIDENCE BASE

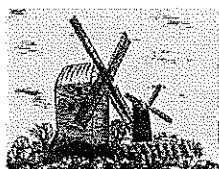
National	Date
National Planning Policy Framework	July 2018
Planning Practice Guidance (PPG) Neighbourhood Planning	-
Neighbourhood Planning (GOV.UK)	-
Strategic environmental assessment and sustainability appraisal (GOV.UK)	-
Locality, Communities ambitious for change (Neighbourhood Planning)	-
Office for National Statistics (Neighbourhood)	-
Rural Services Network	-
What is Neighbourhood Planning? Royal Town Planning Institute (RTPI)	-
What is a Neighbourhood Development Plan? (RTPI)	-
Planning for Your Neighbourhood –Statutory Tools (RTPI)	-
Planning for your Neighbourhood: Non Statutory Tools (RTPI)	-
Existing Tools for Neighbourhood Planning (RTPI)	-
Neighbourhood Planning (Historic England)	-
Information to Support Neighbourhood Planning (WSCC)	-
Sussex Biodiversity Record Centre	-
How to access Natural England's maps and data (GOV.UK)	-
Magic (Interactive GIS Mapping)	
South East River Basin District Management Plan	-
Environment Agency Flood Maps & EA What's in your Backyard	-
Guidance For Neighbourhood Planning Grants and Technical Support Locality	-
South East Water, Water Resources Management Plan, 2010-2035.	-
Southern Water Resource Management Plan	-
West Sussex Waste and Minerals Plan	-
Marine Policy Statement	-
South Marine Plan	-
Mid Sussex Planning Policy	
Mid Sussex Local Plan (saved policies)	2004
Mid Sussex District Plan	2018



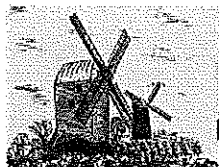
Mid Sussex District Plan Examination documents	-
Sustainability Appraisal	-
Habitat Regulations Assessment	-
Housing and Spatial Planning	
Housing and Economic Needs Assessment (HEDNA)	February 2015 November 2015 August 2016
Strategic Housing Land Availability Assessment (SHLAA)	-
Mid Sussex District Windfall Study	November 2015
West Sussex Strategic Housing Market Assessment Update	October 2012
Strategic Housing Market Assessment (SHMA) Update 2014	2014
Housing Allocation Scheme, Choice-Based Lettings with effect from April 2018	-
Economic	
Mid Sussex Economic Development Strategy	April 2018
Transport	
Mid Sussex Transport Study Stage 3 Report	December 2016
Environment	
Strategic Flood Risk Assessment	June 2015
Gatwick Sub region Water Cycle Study	January 2011
Capacity of Mid Sussex District to Accommodate	June 2014
Mid Sussex Landscape Capacity Study	July 2007
Landscape Character Assessment for Mid Sussex	November 2005
Landscape Capacity Study	July 2007
A Strategy for the West Sussex Landscape	October 2005
Air Quality Action Plan - Stonepound Crossroads, Hassocks	September 2013
Ashdown Forest Visitor Survey Data Analysis	September 2010
Assessment of Open Space, Sport and Recreation	September 2006
Biodiversity 2020: A Strategy for England's Wildlife and Ecosystems Services	-
Biodiversity Action Plan	-
Biodiversity Opportunity Areas	-
Mid Sussex Conservation Area Appraisals	-



South Downs National Park	
South Downs Integrated Landscape Character Assessment	Update 2011
South Downs Access Network and Accessible Natural Green Space Study	July 2014
South Downs Partnership Management Plan: Shaping the future of your South Downs National Park 2014-2019	-
South Downs Local Plan	-
South Downs Local Plan Examination documents	-
Parish Based Evidence	
Analysis of Preference Data Final	-
Draft Potential Housing Site	-
Hassocks Constraints and AQMA radius map	-
Hassocks Parish Housing Land Availability Assessment (PHLAA)	-
Hassocks Potential Sites Map	-
Housing Need Document August 2015	-
LGS Candidates Maps	-
Proposed Local Green Spaces	-
Recommendations of NPWG	-
Summary of Site Assessment	-
Traffic Effects of Housing Development	-
Hassocks Parish Landscape Character Assessment	-
Hassocks Landscape Character Areas Map	-
Hassocks PNP Strategic Views	-
Hassocks All Constraints Map	-
Hassocks Townscape Appraisal	-
Hassocks Centre Townscape Analysis Map	-
Local Townscape Character Areas Map	-
Green Infrastructure Report	-
NP Environment- Wildlife	-
Hassocks Parish Key Habitats Map	-
Desktop Biodiversity Report	-
Hassocks Cultural Heritage	-
Cultural Heritage Map: Archaeological Notifications Area	-
202209-153 Scheduled Monument Report	-



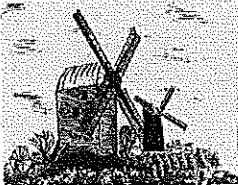
202209-153 Scheduled Monument Map 1	-
202209-153 Scheduled Monument Map 2	-
202209-153 Listed Building Report	-
202209-153 Listed Building Map	-
202209-153 HER Data Report	-
202209-153 HER Data Map	-
202209-153 Event/Activity Data Map	-
202209-153 Historic Landscape Characterisation Report	-
202209-153 Historic Landscape Characterisation Character Type Map	-
202209-153 Historic Landscape Characterisation Broad Character Type Map	-
202209-153 Historic Landscape Characterisation Time Depth Map	-
202209-153 Archaeological Notification Areas Report	-
202209-153 Archaeological Notification Areas Map	-
Letter from Dowsett Mayhew to WSCC Education Department	18.5.15
Letter to NHS WSCC	29.4.15
Letter to NHS England	29.4.15
Hassocks Neighbourhood Plan Proposed Local Green Space Sites, Regulation 14 Pre- Consultation Plan NPWG Response Paper	April 2016
Minutes of meeting with Mid Sussex District Council	06.4.16
Minutes of meeting with Mid Sussex District Council and West Sussex District Council	06.4.16
Letter to Mid Sussex District Council re Hassocks Neighbourhood Plan Air Quality	25.4.16
Letter from Mid Sussex District Council re Hassocks Neighbourhood Plan Air Quality	6.5.16
Letter to West Sussex County Council re Hassocks Neighbourhood Plan	26.4.16
Letter from West Sussex County Council re Hassocks Neighbourhood Plan	26.5.16
Revised Hassocks Neighbourhood Plan	
Background Housing Paper	November 2018
Revised Hassocks Neighbourhood Plan, Review of Policy 1 Burgess Hill Gap and Policy 2 Ditchling Gap and Hurstpierpoint Gap	October 2018
Revised Hassocks Neighbourhood Plan Local Green Space Policy Review	October 2018
Hassocks Neighbourhood Plan Working Group, minutes of meetings held between June - November 2018	June 2018 - November 2018



HASSOCKS
PARISH COUNCIL

Hassocks: Gateway to the South Downs National Park

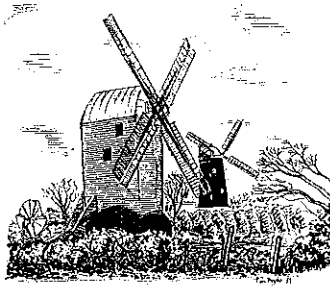
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HASSOCKS
PARISH COUNCIL

Web: www.hassocks-pc.gov.uk

Tel: 01293 449414



HASSOCKS PARISH COUNCIL

Hassocks Parish Council

Draft Budget Proposal 2019/20

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1. Introduction

The following paper sets out the projected budget out turn for 2018/19 and a draft budget for consideration for 2019/20.

The aim of this document is to create a budget that takes into account both revenue and capital expenditure. As part of the budget setting process a number of factors are required to be considered which include:

- Allowing for general (e.g. inflationary) changes to expenditure where necessary.
- Allowing for future staffing costs.
- Allowing for changes to the Councils operational priorities identified as part of the Business Planning process.
- Taking into consideration the potential possibility that Parish Council precepts may be capped in future years.
- Setting aside an amount to be transferred to reserves to contribute to the cost of longer term projects to support the Councils priorities.
- Being prudent in the Councils assessment of future income streams.
- The level of unallocated reserves should be set at a prudent level to allow for unforeseen but possibly costly expenditure.

Last year the Council moved over to adopting a 'balanced budget' approach rather than relying on reserves to fund the shortfall in operating costs which was not sustainable. This enabled the Council to establish itself on a sound financial footing and protect its existing reserves to be utilised to fund the Councils priorities. Based on the current budget projections if the Council choose not to increase its precept for 2019/20 the budget would run at a projected **deficit** of (£5,536) Therefore Members may wish to consider a modest below inflation increase in precept to deliver a balanced budget for 2019/20. Some savings have been realised from 17/18 and projected for this financial year (18/19) therefore Members may wish to take the opportunity to transfer some of these to Earmarked Reserves to support the longer term priorities of the Council.

Appendix A in this report sets out two options detailing the impact on a Council Tax Band D equivalent property if the Council were to choose to consider applying a small increase to deliver a balanced budget. This would equate to a below inflation increase of 1.26% for a band D equivalent property.

In addition a projection has been produced to illustrate the position if members chose not to increase the precept.

Timescale for setting the budget

Legally Hassocks Parish Council must set its precept no later than 1st March for the financial year that commences 1st April 2019. In practice the Council normally determines the precept requirement in December. We have not yet received confirmation of our tax base figures from Mid Sussex District Council which are normally provided in December. Therefore for the purposes of calculating the precept the Council Tax Base figure has been estimated to enable the draft precept to be calculated.

2. Summary of Budget Information

HPC Precept Year	Property Tax Base (Band D equivalent)	Total Precept	Precept per Band D equivalent Property
2013/14			£55.69 **
2015/16	3296	£166,276	£50.44
2016/17	3329	£181,500	£54.52
2017/18	3348	£188,760	£56.38
2018/19	3365	£275,009	£81.73
2019/20	3390	£280,545 (illustrative purposes only)	£82.76 (illustrative purposes only)

*** if the Council were to retain the (2018/19) precept level due to the increase in property base of Band D equivalent properties the Band D precept would reduce to £81.12 per annum. (Appendix B) This would deliver a deficit budget of (£5,536)

3. Summary of projected Income & Expenditure 2018/19 and budgeted 2019/20

Receipts	2018/19 Yr. end predicted	Receipts	2019/20 Draft Budget
Precept	275,009	Precept (illustrative purposes only)	275,009
Bank Interest	600	Bank Interest	600
Miscellaneous Income		Miscellaneous Income	0
Allotment Income	1,450	Allotment Income	1,450
Burial Fees	3,750	Burial Fees	5,000
Adastra Park Pavilion	3,700	Adastra Park Pavilion	3,750
Adastra Park Grounds	7,500	Adastra Park Grounds	8,000
Adastra Park Tennis	1,950	Adastra Park Tennis	2,000
Adastra Park Bowling Green	3,282	Adastra Park Bowling Green	3,500
Parking Disc Income	875	Parking Disc Income	875
Total Receipts	298,116	Total Receipts	300,184
Payments		Payments	
Staff (see note 1)	139,915	Staff	149,150
Administration (see note 2)	26,645	Administration	32,570
Civic	1,075	Civic (see note 3)	7,850
Grants	2,520	Grants	2,750
Allotments	975	Allotments	1,350
Burial Grounds	3,175	Burial Grounds (see note 4)	4,950
Parish Centre/Garage	6,600	Parish Centre/Garage (See note 5)	11,850
Adastra Pavilion	7,550	Adastra Pavilion (see note 6)	11,825
Adastra Park Grounds (*includes height barrier costs)	16,090 *	Adastra Park Grounds	14,250
Adastra Play Equipment	1,250	Adastra Play Equipment (see note 7)	2,200
Adastra Skate park	150	Adastra Skate park (new installation 19/20)	0
Adastra Tennis Courts	100	Adastra Tennis Courts	475
Bowling Green	2,500	Bowling Green	2,500
Parklands Copse	500	Parklands Copse	750
Talbot Field	600	Talbot Field (see note 8)	1,750
Street Scene	14,070	Street Scene (see note 9)	16,800
Street Lighting	16,000	Street Lighting	16,000
Environmental Improvements	5,500	Environmental Improvements (see note 10)	6,250
Neighbourhood Plan	17,500	Neighbourhood Plan	18,000
Parking Discs	825	Parking Discs	750
Christmas Lights	3,250	Christmas Lights	3,700
Total Payments	266,790	Total Payments	305,720

EFFECT ON RESERVES

RESERVES		RESERVES	
Opening Balance brought forward (a) ***	343,830	Total Consolidated Reserves Opening Balance b/fwd. (a)***	367,056
<u>Less Total Earmarked Reserves</u>	(241,181)		
General Reserves Balance (working capital)	102,649		
<u>OPERATING COSTS</u>		<u>OPERATING COSTS</u>	
Add total Receipts	298,116	Add total Receipts 2018/19 Precept for illustrative purposes only added assuming no increase	300,184
Less Total Payments	(266,790)	Less Total Payments	(305,720)
Projected Budget Surplus (a) ***	31,326	Budget Deficit/Surplus– (based on no increase in precept) ***	(5,536)
General Reserves Balance carried forward	133,975	This assumes EMR expended in year (for illustrative purposes only)	(80,000)
EMR carried forward	233,081	EMR Balance carried forward	153,081
Projected Total Consolidated Reserves (a) ***	367,056	Projected Total Consolidated Reserves (for illustrative purposes only) (a) ***	281,520

(a) *** Opening Reserves Balance + Surplus = Consolidated Reserves c/fwd.

The current Reserve picture is based on existing allocations to Earmarked Reserves (EMR) and does not take into account at present all longer term projects currently under discussion as part of the Business Plan. The 2019/20 balance is based on £80,000 allocated (EMR) being expended in year which is in line with the current scheduling. Due to savings achieved through the budget this year (18/19) and saving realised last year further opportunities exist to allocate some additional funds to Priority projects by way of EMR. It is proposed that the level of any adjustment should be determined in January once the budget has been approved.

4. Budget Notes 2018/19 – 2019/20

Notes	Details (Significant variations/suggested options)
1	<p>Staff Costs (18/19) for this year costs are down primarily due to currently carrying a vacancy but is likely to return to establishment in due course therefore the budget proposed for next year is consistent with the original budget set for 2018/19. In addition it is anticipated that extra time payments and casual labour will be underspent this year.</p> <p>Provision for 2019/20 reflects return to original budget plus an allowance for inflationary uplift and incremental progression where appropriate.</p>
2	<p>Administration (18/19) expenditure is down overall due to:</p> <p>Communications /Promotions – new code established 2018/19 £3,000. Currently projected to be underspent by around £2,300 for this year, proposed this budget will be reduced to £2,000 for 2019/20 however budget will be retained to enable future initiatives to be funded.</p> <p>Professional Fees – new code established in 2018/19 £4,000 – No proposed expenditure planned at this time. This was created to support any conveyancing in the event of any land being transferred to the Parish. The proposal is to retain this budget allocation in 2019/20.</p> <p>Also approx. £1500 savings have been realised as a result of going out to tender for Insurance earlier this year which will also realise year on year savings.</p> <p>2019/20 proposal is reduction on original 2018/19 budget</p>
3	<p>Civic (19/20) Increase primarily relates to the MSDC budgeted costs to deliver the Parish elections next year – May 2019</p>
4	<p>Burial Ground (19/20) Repairs & Renewals increase proposed to consider repairing /resurfacing path which is currently starting to break up and allowing for uplift in costs associated with the grounds contract.</p>
5	<p>Parish Centre Repairs & Renewals suggest increase. This could include remedial works to the outside of Parish offices painting/treating wood frames /doors etc. and /roof treatment –moss clearance/gutter clearance etc. Currently budget of £500 but proposing £3,000 (19/20) but may require further refinement if we were to commit to the works above being undertaken.</p> <p>Grounds machinery & equipment – Currently £1,000 which primarily covers servicing /repair of tractor and mower. Proposed to consider increasing to £2500 to acquire new equipment for the groundsman to include items such as e.g. extendible/long reach hedge trimmer.</p>
6	<p>Pavilion - Repairs & Renewals Currently (18/19) £1,750 and will be underspent this year. Currently suggesting to increase to £2,750 for (19/20) It is likely furniture will need to be replaced.</p>
7	<p>Adastra Play Equipment – Suggest increasing by further £500 to £1500 for R & R and £2,200 overall for this cost centre. The level of repairs required</p>

	identified as part of the H & S inspection have increased and it is important the Council continues to maintain its equipment in good order.
8	Talbot Field (18/19) Costs are down in part this year as a volunteer group is currently undertaking some remedial work. Suggest reducing budget slightly (19/20) however budget should be expended next year with the intention of introducing a structured management plan for the site
9	Street scene – similar expenditure projected for 2019/20 however it is suggested increasing as a new fingerpost will be required. The current Fingerpost maintenance budget is £200 therefore it is proposed to increase to £1,500 to cover the cost of a replacement fingerpost.
10	Environmental Improvements BHTC no longer providing highways support under WSCC agreement – ceased in June. Will provide support re delivery of salt re winter arrangements therefore underspend likely to be circa £1,000 after any winter support. Also will continue to undertake bus shelter cleaning. On this basis suggest we to retain similar budget levels.

Items that have been raised at Committees (Policy Resources & Communications (PR & C) and Grounds & Environment (G & E) for future consideration in 2019/20.

PR& C –

- Software Packages (such as Survey Monkey) approved by PR & C Committee (20/11/18) to be funded from the 2018/19 Communications budget
- Sound transmission in the Chamber – options still under review

G & E

- Continue to support Public Footpaths (allocated £3,500 within 2019/20 budget which remains the same as 2018/19 allocation)
- Traffic Calming initiatives (allocated £3,000 within 2019/20 budget which remains the same as 2018/19 allocation)
- Garden of Remembrance – improvements to be funded from Adastra Park Masterplan – Earmarked Reserves.
- Support funding of Repairs & Renewal fund – General Reserve reallocation to be determined in January 2019.

Income Streams

The Council has a number of key Income Streams that it can utilise.

Precept

Other Income

Adastra Park –	Community Pavilion – hire fees
	Grounds (pitch hire fees etc.)
	Tennis Courts (hire fees)
	Bowling green (fees)

Burial Ground

Parklands Allotments

Miscellaneous Income

Sale of Parking Discs

Bank interest.

Miscellaneous Income

Sale of Parking Discs

Bank Interest.

D A T

5. EARMARKED RESERVES (PROJECTS) projected closing balance 31/03/19

Projected Cost	Value	How funded
Hassocks Trading Association	500	Reserves
Village sign	3,000	Reserves
Park Development scheme	162,010	Reserves/S 106
Tree Planting Initiative	6,238	Reserves
Youth Project	5,000	Reserves
Amphitheatre (Downlands School)	10,000	Reserves
Burial Ground	2,400	Reserves
Bus Shelter Replacement	10,000	Reserves
Repairs Fund	10,500	Reserves
Legal/land transfer	8,000	Reserves
Operation Watershed	15,433	Grant funding
Total	233,081	

HASSOCKS PARISH COUNCIL

6. Glossary of Terms

Financial Year: The financial year for a Parish Council runs from the 1st April to the 31st March each year, this is set in statute.

A revenue budget: Revenue is the running cost of the council and its services, and the income that meets those costs.

Capital Budget/Earmarked Reserves: A capital budget involves funding for capital projects - the acquisition or construction of long term assets e.g. the development of facilities within Adastra Park or creation of a cemetery or the purchase of a new council building.

The precept: The Parish Council is able to raise funds by levying a charge on residents. This is known as the precept. The precept is raised through an additional charge on resident's council tax. The billing authority pays, in this case Mid Sussex District Council, each precepting authority the amount they require and collects such sums from its residents through the council tax. Unlike other tiers of government the precept is not capped at present.

Council Tax Bands: The amount of Council tax that you pay varies depending on the "BAND" your property is in. Bands run from A-G, the banding is based on a valuation of a property as at 1 April 1991. Band A is the lowest valuation and Band G the highest. Council tax is usually expressed as the Band D equivalent (this being the mid-point).

Council Tax Base: The Council tax base is determined by expressing all domestic properties in an area as Band-D equivalents. The total amount required to be met from council tax is then divided by the tax-base to produce a Band D charge. From that amount so produced, each of the other seven band council tax charges are calculated.

Council Tax Support (CTRS) Grant: Council Tax Benefit was abolished from 1st April 2013 and each local billing authority was required to provide their own scheme of Council Tax Support to assist vulnerable and low paid residents in paying their council tax.

Support for low income individuals is now provided through a discount applied to their Council Tax Bill, meaning that the Council Tax Base (the number of Band D equivalent properties in a local authority's area that Council Tax is charged on) is reduced and as such, less Council Tax is collected. The net effect of this is that precepting authorities either need to increase their precepts to offset the cost of this or face a reduction in their funding.

Reserves: Part of budgetary control is to ensure adequate but not excessive reserves or balances are held.

It is rare for a local council to hold its reserves other than in the form of easily accessible bank deposit or other short-term savings accounts. Councils have no legal powers to hold revenue reserves other than those for reasonable working capital needs or earmarked purposes. The value of all reserves should be approved by the Council and the amount of working capital to be held should also be approved by the Council.

Precept and Banding Calculator to deliver balanced budget

<u>Current Year</u>		<u>Next Year</u>	<u>Increase</u>
£275,009	Precept	£280,545	2.01%
3,365.0	Tax Base	3,390.0	%
£81.73	Band D	£82.76	1.26%

Band D increase per
£1,000 precept rise £0.29

Full Breakdown by Band

<u>Current Year</u>		<u>Next Year</u>	<u>Annual Increase</u>
£54.48	Band A	£55.17	£0.69
£63.56	Band B	£64.37	£0.81
£72.65	Band C	£73.56	£0.91
£81.73	Band D	£82.76	£1.03
£99.89	Band E	£101.15	£1.26
£118.05	Band F	£119.54	£1.49
£136.21	Band G	£137.93	£1.72
£163.45	Band H	£165.51	£2.06

Precept and Banding Calculator no increase(deficit budget)

<u>Current Year</u>		<u>Next Year</u>	<u>Increase</u>
£275,009	Precept	£275,009	0.00%
3,365.0	Tax Base	3,390.0	%
£81.73	Band D	£81.12	-0.74%

Band D increase per
£1,000 precept rise £0.29

Full Breakdown by Band

<u>Current Year</u>		<u>Next Year</u>	<u>Annual Decrease</u>
£54.48	Band A	£54.08	£0.40
£63.56	Band B	£63.10	£0.46
£72.65	Band C	£72.11	£0.54
£81.73	Band D	£81.12	£0.61
£99.89	Band E	£99.15	£0.74
£118.05	Band F	£117.18	£0.87
£136.21	Band G	£135.21	£1.00
£163.45	Band H	£162.25	£1.20

Hassocks Parish Council

Cost Centres

100 Staff

4000 Salaries - All Staff
 4010 Salaries - Office Cleaning
 4030 Salaries - Casual Staff
 4035 Salaries - Extra Time
 4040 PAYE/NI
 4045 Pension Costs
 4050 Staff Expenses
 4055 Training Staff
 4070 Payroll

110 Administration

1076 Precept
 1090 Bank Interest
 1900 Miscellaneous Income
 4060 Subscriptions
 4065 Communications/Promotions
 4075 Hospitality
 4100 Rates
 4120 Web-site & IT Support
 4130 Telephone
 4135 Stationery & Office Supplies
 4140 Insurance
 4145 Audit Fees
 4150 Professional Fees
 4155 PWLB
 4160 Bank Charges

120 Civic

4200 Chairman's Allowance
 4205 Training - Councillors
 4210 Members Allowances
 4215 Elections
 4715 Economic Development

130 Grants

4250 Grants Made
 4260 Pupil Voice & Charities Youth

140 Allotments

1000 Allotment Income
 4110 Repairs & Renewals
 4300 Water
 4305 HAA Funding
 4710 Grounds Projects

150 Burial Grounds

1020 Burial Fees
 4110 Repairs & Renewals
 4300 Water
 4415 Grounds Maintenance Contracts

160 Parish Centre/Garage

4105 Utilities
 4110 Repairs & Renewals
 4115 Fixtures & Fittings
 4125 Equip incl. Computer/Photocopier
 4300 Water
 4410 Building Maintenance Contracts
 4700 Grounds Machinery & Equipment

170 Adastra Pavilion

1040 Adastra Park Income
 4105 Utilities
 4110 Repairs & Renewals
 4115 Fixtures & Fittings
 4125 Equip incl Comp/Photocopier
 4300 Water
 4410 Building Maintenance Contracts
 4420 Grounds Supplies

180 Adastra Park Grounds

1040 Adastra Park Income
 4110 Repairs & Renewals
 4415 Grounds Maintenance Contracts
 4420 Grounds Supplies
 4650 Biffa Waste
 4655 Tree Maintenance

181 Adastra Play Equipment

4110 Repairs & Renewals
 4415 Grounds Maintenance Contracts
 4420 Grounds Supplies

4430 Adastra Park Masterplan
4650 Biffa Waste
4655 Tree Maintenance

182 Adastra Skate park
4110 Repairs & Renewals

183 Adastra Tennis Courts
1040 Adastra Park Income
4110 Repairs & Renewals
4420 Grounds Supplies

190 Bowling Green
1040 Adastra Park Income
4110 Repairs & Renewals
4115 Fixtures & Fittings
4300 Water
4420 Grounds Supplies

200 Parklands Copse
4110 Repairs & Renewals
4420 Grounds Supplies
4655 Tree Maintenance

210 Talbot Field
4415 Grounds Maintenance Contracts
4655 Tree Maintenance

220 Street Scene
1900 Miscellaneous Income
4515 S137/Mobile Refuse Collection
4520 Floral Displays
4525 Finger Post Maintenance
4530 Bus Shelter Maintenance
4535 Greener Hassocks Funding
4545 Funding to assist TRO
4655 Pedestrian Environment
4535 Seats
4545 Litter Bins
4655 Tree Maintenance
4665 Dog Bins & Maintenance Contract

230 Street Lighting

4110 Repairs & Renewals

4600 WSCC Energy

240 Environmental Improvements

1050 Street Tree Fund

1900 Miscellaneous Income

4500 Footpaths

4510 BHTC Reactive Work

4560 S137/The Monday group

4660 Tree Planting

260 Neighbourhood Plan

4800 Neighbourhood Plan

270 Parking Discs

1060 Parking Disc Income

4540 Parking Discs

280 Christmas Lights

4255 Christmas Lights

Town and Country Planning (Development Management Procedure) (England) Order 2015 NOTICE UNDER ARTICLE 13 OF APPLICATION FOR PLANNING PERMISSION

(Notice 1: This notice is to be printed and served on individuals if Certificate B or C is completed)

Proposed development at:

Name or flat number

Property number or name

Street

Locality

Town

County

Postal town

Postcode

Take notice that application is being made by:

Organisation name

Applicant name Title Forename

Surname

For planning permission to:

Description of proposed development

Renew all external windows and doors, replacing wooden frames with powdered aluminium of the same colour. All windows and doors to open as now, but with the addition of push-button disabled opening on main front doors.

Local Planning Authority to whom the application is being submitted:

Local Planning Authority address:
Oaklands Road
Haywards Heath
West Sussex
RH16 1SS

Any owner of the land or tenant who wishes to make representations about this application, should write to the council within 21 days of the date of this notice.

Signatory:

Signatory Title Forename

Surname

Signature

Date (dd-mm-yyyy)

Statement of owners' rights: The grant of planning permission does not affect owners' rights to retain or dispose of their property, unless there is some provision to the contrary in an agreement or lease.

Statement of agricultural tenants' rights: The grant of planning permission for non-agricultural development may affect agricultural tenants' security of tenure.

'Owner' means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years.

'Tenant' means a tenant of an agricultural holding any part of which is comprised in the land.

Once completed this form needs to be served on the owner(s) or tenant(s)

[Print Form](#)

