

**HAYWARDS HEATH TOWN COUNCIL  
MEETING OF HAYWARDS HEATH TOWN COUNCIL**

**Minutes of the meeting held on Monday 17<sup>th</sup> July 2017**

**Councillors: Christopher Ash-Edwards  
Jonathan Ash-Edwards  
Anne Boutrup  
Clare Cheney  
Rod Clarke  
Ruth de Mierre  
Jed Dwight  
Sandy Ellis  
Stephen Hillier  
Matthew Jeffers  
James Knight  
Clive Laband  
Alastair McPherson  
Howard Muddin  
Mike Pulfer  
Sujan Wickremaratchi**

**Apologies\*\* Absent\***

**Also present: Mr Mike and Mrs Lesley Bright and Mr Nick Handley  
(for part of meeting) and Mr Simon Kingsley-Young.**

Before the meeting commenced a presentation was made by Mr Bright on "The Horsham and Mid Sussex Clinical Commissioning Group (CCG)" who, it was explained, were responsible for commissioning health requirements for the Haywards Heath area. It was noted that the CCG was developing Locality Groups of GP practices so that they can work together to develop and provide NHS services appropriate to each area. The Haywards Heath Locality Group consists of 7 practices, 5 of which are in Haywards Heath town. The Haywards Heath Locality Group had their first meeting on 13th June, which was attended by Cllrs Aliastair McPherson and Garry Wall, which included a presentation entitled - Bringing More Health Services to you locally. In addition, Members were alerted to the CCG GP Extended Access survey regarding the potential for opening GP services during the evenings and weekends. The overarching objective in Mr Bright's presentation was to firstly advise the Council of the CCG initiative, and secondly to ask if the Council would find it helpful to have a short synopsis presentation every three months. Members thanked Mr Bright and agreed the quarterly updates would be useful and noted the consultation, which the Clerk agreed to send all a link to.

**22. Council Prayer**

Members stood for the Council prayer, which was read by the Town Mayor.

**23. Public Forum**

Mr Nick Handley addressed the Council in relation to his, and fellow resident's concerns, about commercial dog walkers who were, without any form of regulation, taking large numbers of dogs into Blunts Wood. Concerns related to the overrunning of the wood by dogs due to the high volume of dogs being walked, the fouling that was being left behind, dogs escaping the lead and general noise. It was also noted that the car park was full with some cars having to wait to be parked and that the whole matter led to concerns about the potential for health issues. The Mayor thanked Mr Handley and informed him that the matter fell into

a consultation being heard under Item 9 on the agenda so the Council would address his concerns during debate.

#### **24. Apologies**

None.

#### **25. Declarations of Interest**

Cllrs J Ash-Edwards (Cabinet Member), A Boutrup, H Mundin, S Ellis, R Clarke, R de Mierre and J Knight declared personal interests in item 9 as Mid Sussex District Councillors, who commissioned the consultation and own Blunts Wood.

Cllr J Ash-Edwards declared a personal interest in item 12 as the Chairman of the Sussex Learning Trust who were building the school located next to the Country Park.

#### **26. Minutes**

The Minutes of the Annual Council Meeting held on 15<sup>th</sup> May 2017 were taken as read, confirmed as a true record and duly signed by the Mayor.

#### **27. Matters Arising**

None.

The Town Mayor brought item 9 up the agenda so Mr Handley could depart before the rest of the formal business on the agenda was considered.

#### **28. Mid Sussex District Council's 'Public Space Protection Orders (PSPO) Dog Control' Consultation.**

Cllr McPherson opened the debate and supported the position of Mr Handley and drew Members attention to the 'Public Space Protection Orders (PSPO) Dog Control' consultation. It was agreed that the Town Clerk would write a letter to Mid Sussex District Council as the landowner of Blunts Wood on the matters raised and would complete a response to the (PSPO) consultation. In turn, each Member stood and spoke on the matter unanimously agreeing to the course of action suggested to make representation and supported the position of Mr Handley. It was agreed that both the letter and consultation response would make reference to the following issues,

- The overrunning of the wood by dogs due to the high volume of dogs being walked at one time by any one dog walker.
- That dogs escaping their lead and running off towards the road, which has led to a number near misses by traffic.
- The increase of dog fouling being left in the woods.
- The overflowing of existing dog bins.
- The noise issues arising from barking dogs and shouting by the walkers.
- As said, the car park being constantly full with cars waiting to park.

It was asked that in the formal response, whilst suggesting the introduction of the following regulatory processes, an offer of support from the Community Warden be made in upholding any regulatory powers as the consultation read any enforcement could be taken by a 'Council Officer'. This included the following,

- What measures could be introduced to manage the problem, that being long and short-term measures
- In turn to help with the first statement that it be suggested that the introduction of licences is introduced to regulate activity and dog numbers.
- That badges/id cards be introduced to enable the identification of registered walkers.

It was also generally thought that it is not acceptable for any private operator to make money from public authority owned land without regulation of a fee being paid so, we hope that this can be looked into urgently and considered as part of the consultation being undertaken. It

was noted that the problem of commercial dog walkers had been identified in other areas of the Town so a resolution or action plan could act as template for use across the Town and indeed the District. With this,

Members **RESOLVED** to instruct the Town Clerk to;

**Write to Mid Sussex District Council's Landscapes Team in direct relation to commercial dog walkers in Blunts Wood and complete the 'Public Space Protection Orders (PSPO) Dog Control' Consultation both in line with the body of the minute above (28).**

### **29. Mayor's Engagements and Announcements.**

The Town Mayor stated it was huge honour to be Mayor and that he and Cllr McPherson, had had a very busy two months attending over thirty events since their appointment in May. Special mention was made to Town Mayor's attendance, along with Cllr Clarke on 28<sup>th</sup> June 2017, at a ceremony to mark the centenary of Private William Arthur Overton's, who lived in the Town and attended St Wilfrid's school, death and to give him the farewell he deserved. Private Overton's family organised the Service of Remembrance at his grave located in the Town Council owned Western Road Cemetery. Members of his direct family, two Coldstream Guard reenactors and pupils from St Wilfrid's School were also in attendance. A Trumpeter from the Canadian High Commission played the Last Post and Reveille giving a reverent farewell to the 43<sup>rd</sup> of St Wilfrid's Old Boys to die in WW1. Furthermore, it was noted that the Council's priorities as introduced by the Town Mayor at the Annual Full Council meeting would be updated upon later in the meeting.

### **30. To receive and consider the adoption of the Minutes of Council standing committees.**

- (i) **Planning Committee - MINS. 1 - 26**  
The reception and adoption of the resolutions of the Planning Committees, dated 30<sup>th</sup> May 2017 - **Mins 1 – 9**, 19<sup>th</sup> June 2017 – **Mins 10 – 18** and 10<sup>th</sup> July 2017 - **Mins 19 – 26** were moved, seconded and agreed by Council.  
Under resolution 8 Cllr J. Ash-Edwards informed the Council that he, the Clerk and Ward Members (all three tiers) had met with Mid Sussex District Council Officers at the Victoria Skateboard Park to discuss the project. It was noted that a consultation would be undertaken initially including potentially, an event in the skate park during Town Day. Then design and costings would be considered.
- (ii) **Environment & General Purposes Committee - MINS. 1 - 11**  
The reception and adoption of the resolutions of the Environment & General Purposes Committee dated 12<sup>th</sup> June 2017 **Mins 1 - 11** were moved, seconded and agreed by Council.
- (iii) **Policy & Finance Committee - MINS. 1 - 15**  
The reception and adoption of the resolutions of the Policy and Finance Committee dated 26<sup>th</sup> June 2017 **Mins 1 - 15** were moved, seconded and agreed by Council.

### **31. Changes to and addition of working groups, as assigned to Town Council standing committees within Town Council Standing Orders and Financial regulations.**

Members considered the changes and additions to the appendices of standing orders and without comment agreed the changes and authorised the Town Clerk to amend Standing Orders to reflect the changes. For the sake of good order, the Town Clerk informed Members that there had been a small error in the paperwork, which related to recommendation (a) relating to appendix 2 and recommendation (b) relating to appendix 1, which was a small clerical error, with this,

Members **RESOLVED**;

- a) **The revised terms of reference for the Planning Working Group as presented in Appendix 2.**
- b) **The the change of name of the Editorial Board to the IT/Social Media/Editorial/Website Working Group and the revised terms of reference of the IT/Social Media/Editorial/Website Working Group as presented in Appendix 1.**
- c) **The introduction of the 2018 Working Group, which will report to the Environment and General Purposes Committee and the introduction of the 2018 Working Group including its terms of reference as presented in appendix 3 and then appointed Cllrs Ellis, Knight, Clarke and de Mierre to the Group (4 Members).**
- d) **The introduction of the Bluebell Railway Working Group, which will report to the Environment and General Purposes Committee and agree its terms of reference as presented in appendix 4 then appoint Cllrs Knight, Clarke and de Mierre to the Group (3 Members).**

### **32. Town Council Priorities and Working Groups**

The following updates were given,

- Future of the Clair Hall site.  
Cllr J. Ash-Edwards reported that Mid Sussex District Council were aware of the 'Art of the Possible Document' and would engage with the Town Council at the appropriate time.
- Development of a Country Park on land located off Hurstwood Lane.  
Cllr Jeffers asked that the update be deferred to the next item on the agenda.
- Development of a Cemetery on land located off Hurstwood Lane.  
Cllr Jeffers asked that the update be deferred to the next item on the agenda.
- HH Commercial Offer Document and Business estates and office space protection.  
It was noted that the Mid Sussex Economic Strategy was being developed,
- South Road shared space scheme.  
Cllr McPherson announced that he was working with the Town Clerk to look at the placement of trees along South Road. The Town Clerk added that the first step would be to engage with West Sussex County Council officers to look at the implications of placement and the taking of legal licences to place the trees on the highway as the responsible local authority for the placement of street furniture.
- Development of an integrated road network.  
It was noted that a follow up meeting to that held in February with Mid Sussex District Council and West Sussex County was to be convened on July 20<sup>th</sup>.
- Working Groups.
  - Bluebell Railway Working Party.  
Cllr de Mierre reported that there had been a meeting with Bluebell Railway senior staff and a further meeting would be held with the Chairman Mr Fearne in late August. It seemed there was a will to get the Bluebell into Haywards Heath as the legal process to get rights over land was underway. It was noted that around £1.5 million would be need to pay for the track to be placed from Ardingly, then it was onto they legal issues of entering Network Rail tracks.
  - 2018 Working Group.  
It was noted that four events were being looked into namely,
    - 1) 25<sup>th</sup> Year Bondues and 20<sup>th</sup> Year Traunstein Anniversaries – TBC June 2018 – this will include events by the Twinners/Town Team and a Town Council organised Gala Dinner.
    - 2) Arthur George Knight VC winner stone – 2<sup>nd</sup> September 2018 in liaison with MSDC, the RBL, Rev Smith etc

- 3) 100<sup>th</sup> year of the RAF – 9<sup>th</sup> September 2018 within Town Day.
- 4) 100<sup>th</sup> Year Commemoration of WW1 – 11<sup>th</sup> November 2018 within Remembrance services.

Members **NOTED** the updates.

### **33. Country Park off Hurstwood Lane Masterplan**

The Chairman of the Environment and General Purposes Committee introduced the draft Masterplan, which had been recommended to Council for adoption. Members congratulated those involved in the development of the Masterplan and were excited to see what the Country Park could look like. Where Members unanimously agreed to the Masterplan it was felt that, at the appropriate time, there would be a need to consult widely with stakeholders. There was also the question of whether an amphitheatre lended itself better elsewhere in the Town and whether permanent BBQ's could be placed on site. It was felt that as the Masterplan had to be fluid that these issues could be addressed through a management plan and indeed the amphitheatre would form part of the consultation, with this;

Members **RESOLVED** to;

**Ratify the recommendation of the Environment and General Purposes Committee dated the 12<sup>th</sup> June 2017 (minute 8) and adopt the Masteplan and associated projected costing for a County Park located of Hurstwood Lane, Haywards Heath.**

### **34. Haywards Heath Community Warden**

Members considered the recommendation of the Policy and Finance Committee and unanimously agreed to ratify the continuation of the Community Warden scheme for a second year. The Town Clerk reported that the only matter outstanding was the approval of a grant application made to the Police Crime Commissioner for £8,500, which had not been forthcoming between the two meetings. To this end, there had been no change to the report tabled to the Policy and Finance Committee, but there needed to be a Council resolution to support the scheme for year two so;

Members **RESOLVED** to;

**Ratify the recommendation of the Policy and Finance Committee dated the 26<sup>th</sup> June 2017 (minute 12) and agree to the continuation of the Community Warden Project for Haywards Heath into year two, on the basis that funding is secured from the Police and Crime Commissioner.**

As a supplementary issue, thought was given to acquisition of bike for the Community Warden so to enable them reach sites outside of the Town Centre. The Town Clerk stated that the idea, albeit an electric bike, was being discussed with the Warden and SWL Security. It was suggested that sponsorship be looked into or ascertaining what happened to the Police bikes that were taken out of service due to the larger area PCSO's had to cover. As no decision could be made at the meeting the Town Clerk agreed to look into the matter and report back to the Environment and General Purposes Committee in August.

### **35. To consider any urgent items, the Mayor has received under S.O 11.**

None.

36. Member **RESOLVED** to enter into Exempt Business and exclude the Public and Press to receive a verbal update on staffing matters by the Town Clerk.

Meeting Closed at 9.12pm