

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

**Minutes of the meeting held on Monday 25<sup>th</sup> September 2017**

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

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

**Also present: Inspector Paul Wood and Community Warden  
Fiona Curl (for part of meeting).**

Before the meeting commenced a presentation was made by Inspector Paul Wood on the new “Local Policing Model”.

**38. Council Prayer**

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

**39. Public Forum**

None.

**40. Apologies**

Mike Pulfer – Conflicting appointment.  
Sujan Wickremaratchi – Holiday.

**41. Declarations of Interest**

Cllr Hillier declared a personal interest in item 8 point 7 (Min 22b), a funding application made by Sussex Clubs for Young People due to his role as the Bentswood Community Partnership Chairman who deals with the organisation and in his role as West Sussex County Council Cabinet Member for Children and Young People (Lead Member for Children).

**42. Minutes**

The Minutes of the Council Meeting held on 17<sup>th</sup> July 2017 were taken as read, confirmed as a true record and duly signed by the Mayor.

**43. Matters Arising**

None.

**44. Mayor’s Engagements and Announcements.**

The Town Mayor made mention to a number of events that he had attended since the last meeting of the Council with special mention made of his attendance at Town Day and

thanked the staff and Councillors who turned out to help on what was a very successful day. In addition, the Mayor mentioned his attendance at an event held at Muster Green to commemorate the Battle of Britain, the hosting of students from Traunstein with the Twinning Association, and attendance at the planting of a tree at the Princess Royal Hospital to acknowledge Dame Vera Lynn's 100th birthday by the management committee of the League of Friends, as their president.

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

- (i) Planning Committee - **MINS. 27 – 35.**  
The reception and adoption of the resolutions of the Planning Committees, dated 31<sup>st</sup> July 2017 - **Mins 27 – 35**, 21<sup>st</sup> August 2017 – **Mins 36 – 43** and 11<sup>th</sup> September 2017 - **Mins 44 – 50** were moved, seconded and agreed by Council.
- (ii) Environment & General Purposes Committee - **MINS. 13 - 25**  
The reception and adoption of the resolutions of the Environment & General Purposes Committee dated 14<sup>th</sup> August 2017 **Mins 13 - 25** were moved, seconded and agreed by Council.

Under Min 21: relating to the deferral of purchasing an electronic bike for the Community Warden the Chairman of the Committee called in the resolution on the grounds that the Town Clerk had investigated the matter and found that an electric car was not viable, but a bike with a discount from local provider was. During debate the amount of money allocated was viewed not to be adequate so the budget was uplifted from £1,200 to £2,000 allocated to the Town Fund. On the grounds that the amendment of a resolution was allowed without notice under S0. 11 (g) and a seconder, that being the Vice Chairman of the Committee, the following amended resolution with unanimous agreement by the Council was **Resolved** that;

**The Town Clerk be given delegated authority, in liaison with the Chairman and Vice Chairman of the Environment and General Purposes Committee, to purchase an electronic bike at the cost of up to £2,000 from the Council's Town Fund.**

Under Min 22: it was questioned how the design was going to be agreed. The Clerk stated that this was up for discussion, but the funding agreed had allowed for a professional designer. In agreeing that the design would be in the eyes of the beholder and it was appropriate to bring the matter to Council, the designs would be looked at by the editorial working group for comment.

- (iii) Policy & Finance Committee - **MINS. 16 - 26**  
The reception and adoption of the resolutions of the Policy and Finance Committee dated 18<sup>th</sup> September 2017 Mins **16 - 26** were moved, seconded and agreed by Council.

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

The following updates were given,

- Future of the Clair Hall site.  
There was no update on the priority.
- Development of a Country Park on land located off Hurstwood Lane.  
Cllr Jeffers confirmed that the masterplan was agreed and the planning permission within the Hurst Farm planning application was pending. The next step was to look at maintenance plans and the associated costings.
- Development of a Cemetery on land located off Hurstwood Lane.  
Cllr Jeffers stated that the project was in the same position at the Country Park.
- HH Commercial Offer Document and Business estates and office space protection.  
Cllr McPherson updated that the Mid Sussex Economic Strategy was near to completion and he was in discussion with Mid Sussex District Council on the matter. In addition, it

was noted that the 'futures' working group would be looking to develop an investment prospectus for Haywards Heath during October.

- South Road shared space scheme.  
Cllr McPherson updated that the Clerk had met with West Sussex County Council officers to discuss the project and had undertaken a site visit to agree general principles for the placement of the troughs to hold the trees. Cllr McPherson also stated that he and the Clerk had also undertaken a site visit in preparation for the development of a masterplan for the placement of the trees. It was asked if seating was to be placed around the bases of the trees. The Clerk said it would be looked into, but it would be difficult because of the need to keep the highway clear to West Sussex County Council specifications. It was also requested that the South East in Bloom Committee be kept up to date with the project and be liaised with at the appropriate time.
- Development of an integrated road network.  
Cllr Hillier asked that it be noted that West Sussex County Council were preparing reports so a further update would be given to the next meeting of Full Council.
- Working Groups.
  - Bluebell Railway Working Party.  
Cllr de Mierre reported that there had been further contact with Directors of the Bluebell to organise a follow up meeting to be held in late July. Cllr de Mierre would then report back in due course.
  - 2018 Working Group.  
Cllr Ellis updated on the four events under the remit of the working group,
    - 1) 25<sup>th</sup> Year Bondues and 20<sup>th</sup> Year Traunstein Anniversaries – TBC June 2018 – it was noted that plans were being progressed and Maria Horne would be the most appropriate person to contact about the event. It was noted that a principal sponsor had been secured.
    - 2) Arthur George Knight VC winner stone – 2<sup>nd</sup> September 2018 – It was noted that the project to place the VC winner stone (along with another bespoke stone) and associated pathways needed to be undertaken by specialist tradesmen so quotes were being sought. The Town Clerk was also investigating whether or not planning permission and/or listed building consent would be needed due to the requirement to make physical changes to the War Memorial (Grade 2 Listed Building) along with some maintenance work. The Town Council was still working closely with Mid Sussex District Council.
    - 3) 100<sup>th</sup> year of the RAF – 8<sup>th</sup> September 2018 within Town Day. It was noted that the application to secure the attendance of the RAFA Falcons had been sent off and a letter of support from the local MP was being pursued,
    - 4) 100<sup>th</sup> Year Commemoration of WW1 – 11<sup>th</sup> November 2018 within Remembrance services. Reverend Ray Smith had been engaged with and plans would progress after the 2017 service.

Members **NOTED** the updates.

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

None.

**48. Member RESOLVED** to enter into Exempt Business and exclude the Public and Press to confirm the exempt minute number 37 and receive a verbal update on staffing matters by the Town Clerk.

Meeting Closed at 8.32pm