

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

Minutes of the meeting held on Monday 26th November 2018

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

Apologies Absent***

Also present: None

48. Council Prayer

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

49. Public Forum

None.

50. Apologies

Cllr J. Ash-Edwards – work commitments.

51. Declarations of Interest

Cllrs Boutrup, Clarke, de Mierre, Ellis, Knight and Mundin all declared personal interests in item 10 as Mid Sussex District Councillors on the grounds that Mid Sussex District Council owned Hurst Farm.

It was also noted that Cllrs Hillier and Wickremaratchi has tenuous personal interest in item 10 as the West Sussex County Council were being transferred land for a school through the development of Hurst Farm.

52. Minutes

The Minutes of the Council meeting held on the 10th September 2018 were taken as read, confirmed as a true record and duly signed by the Town Mayor.

53. Matters Arising

None.

54. Mayor's Engagements and Announcements.

The Town Mayor reported that he had attended many wonderful events since the last meeting of the Council making mention of the following;

- The unveiling and opening of the Square de-Haywards Heath in the Town's French twin town of Bondues.
- The Queens Canopy planting on Muster Green, which hosted by Sir Nicholas Soames.
- The Queens Canopy planting event in Beech Hurst where 26 trees were planted organised by Cllr Ellis and Mid Sussex District Council officers with support from the Town Council's groundstaff, representatives from local schools and individuals from the community.
- The very well organised Remembrance Sunday Service held at the War Memorial. Mrs Hewett (Assistant to the Clerk) was thanked for organising the service. The Town Mayor then read out two letters of thanks, one from Sir Richard Kleinwort and the other from Mr Danny Kington from the Haywards Heath Royal British Legion.

The Town Mayor the ask it be noted that the Town Clerk, Cllr Jeffers and Cllr Hillier had all visited the Dame Vera Lynn Children's Charity headquarters at Cuckfield to see the operation first hand to meet those who rely on the services offered. Finally, a date for the diary was announced which was the Mayor's Casino Evening to be held on the 12th April 2019 d at the Town Hall again in aid Dame Vera Lynn Children's Charity.

55. To receive and consider the adoption of the Minutes of Council standing committees.

- (i) **Planning Committee - MINS. 62 - 86**
The reception and adoption of the resolutions of the Planning Committees, dated 17th September 2018 - **Mins 62 – 69**, 10th October 2018 - **Mins 70 – 77** and 29th October 2018 - **Mins 78 – 86** were moved, seconded and agreed by Council.

- (ii) **Environment and General Purposes Committee - MINS. 29 - 40**
The reception and adoption of the resolutions of the Environment & General Purposes Committee dated 22nd October 2018 **Mins 29 - 40** were moved, seconded and agreed by Council.

Two matters were raised under the resolutions;

- 1) Minute resolution 34 – the Town Clerk was asked about roundabout negotiation and responded by stating that discussion on the opening offer, which was not acceptable, were ongoing.
- 2) Minute resolution 35 – the Town Clerk was asked about the progress of negotiations and responded by stating that he would cover the matter under item 10 of the agenda but nevertheless the progress had been very slow. Cllr Hillier stated that he would be happy in his capacity as a County Councillor to help with the process if required and of course if appropriate.

- (iii) **Policy and Finance Committee - MINS. 28 - 40**
The reception and adoption of the resolutions of the Policy and Finance Committee dated 12th November 2018 Mins **28 - 40** were moved, seconded and agreed by Council.

56. Town Council Priorities and Working Groups

The following updates were given,

- Development of a Country Park on land located off Hurstwood Lane.
The Town Clerk, reported that he was still pressing Mid Sussex District Council (MSDC) for sight of the Section 106 agreement and that, as a result of a meeting with Mid Sussex District Council, West Sussex County Council and the Education Authority, there was still outstanding matters over the access road and car park to be resolved.
- Development of a Cemetery on land located off Hurstwood Lane.

The Town Clerk, reported that this project was in the same position legally as the Country park, but there had been specific soil testing on land to see if it would be suitable for use for burials, in terms of the soil and resulting water course below the land and in the surrounding area. First indications were that the land was suitable and there were natural courses for water to run off to. This statement was caveated with the fact the Environment Agency would have the final say on basis of the final report. Furthermore, further investigation on the sites Geo-Technical status and the condition of land and water in Asylum Wood was being undertaken to ensure the Town Council would know what state the land is in before any transfer.

- Haywards Heath commercial offer document and business estates and office space protection.

Cllr McPherson reported that he and the Town Clerk had attended a follow up meeting with Mid Sussex District Council. The result of which was that there was a good understanding of how the Economic Development Strategy and the Town Center masterplan were to be progressed including the possibility of a Business Improvement District application being made. It was also noted that he, the Town Clerk and Cllr McPherson, Cllr Wickremaratchi and Cllr J. Ash-Edwards had attended 'Let's Talk About Our Towns' event hosted by the Leader of West Sussex County Council.

- South Road shared space scheme.

Cllr McPherson reported that the South Road Trees Project was complete.

- Development of an integrated road network.
No update.

- Working Groups.

- Bluebell Railway Working Party.

Cllr de Mierre reported that discussion was ongoing with Mid Sussex District Council. Track permissions were being sought with a view to planning permission being submitted.

- 2018 Working Group.

Cllr Ellis updated on the work of the group and thanked all those involved in event for the delivery of a successful events programme during the year, as referred to by the Town Mayor. Cllr Ellis also thanked all those involved in the litter picks, which had been very worthwhile events

- Communications Working Group

No meeting had been held since the last meeting of the Town Council.

- Environment Working Group

Cllr Cheney stated that work was ongoing with the focus being upon an electric charging point at HHTC, litter campaign, the logging of electric car parking points and matters relating to car/taxi omissions that had been investigated by the Town Mayor.

Members **NOTED** the updates.

57. Hurst Farm Section 106 Agreement

In line with the updates given by the Town Clerk under items 8 (ii) and 9, Members noted that the Town Clerk required authority to negotiate the terms of the Section 106 agreement for Hurst Farm, which the Town Council intended to be party to, so to realise the purchase of land across Hurstwood Lane to provide community facilities. In considering the report it was noted that the Town Clerk, at the date of the meeting, had not seen a draft Section 106 agreement nor any potential land transfer documentation. Members acknowledged that this would be a very complex process involving many partners with the need for land transfer to be open and transparent. This was due to the land in question being passed between two local authorities, which had the involvement of dual hatted Members. To this end, with the

declarations of interests made at the beginning of the meeting, these would be reviewed as the matter progressed. The Town Clerk was explicit in informing Members that he had and would continue to take advice from the monitoring officer at Mid Sussex District Council and the Sussex Association of Local Councils, with this,

It was **RESOLVED** that,

- a) **delegated authority be given to the Town Clerk to enter into negotiations for a Section 106 agreement for Hurst Farm and any subsequent land transfer agreements, for land off Hurstwood Lane for which the Town Council intends the land to be used as a Country Park along with the development of a Cemetery and Allotments, under the scrutiny of the Chairman's Working Group with recommendation to Full Council (*ref point 7 of the report*) for sign off.**
- b) **the Town Clerk be given delegated authority to appoint legal representation to assist with the formulation and execution of the legal documentation when required.**

58. Change to the date of the Annual Town Meeting 2019

Members without debate agreed that the meeting should be moved and,

It was **RESOLVED** that,

- a) **the date of the Annual Town Meeting 2019 be changed from Monday 29th April 2019 to Monday 11th March 2019 at 7.30pm.**
- b) **the start time of the programmed meeting of Policy and Finance that evening be changed to 6pm.**

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

The Town Clerk reported that the office refurbishment would take place week commencing 14th or 21st January 2019, subject to asbestos testing that was being carried out that week.

60. Members RESOLVED to enter into Exempt Business to receive a verbal update on staffing matters.

Meeting Closed at 8.26pm