



**Minutes of the Extraordinary Council Meeting held on 12<sup>th</sup> February 2024**

**1. Attendance and Apologies for Absence**

**In attendance:** Councillors Champness (Chair), Daykin, Davis Karen, Davis Stuart, Driver, Labarte and Morrison.

**Apologies:** There were none.

**Also in attendance:** Mike Simpson (Clerk) and 6 members of the public.

**2. To Receive Declarations of Interest, Notification of Changes to Members' Interests and consider any requests for a dispensation.**

Councillor Karen Davis declared a personal interest in item 6(c).

**3. Public Session (Members of the Public may speak for up to five minutes at the discretion of the Chair)**

One resident suggested that if the Council voted to object to application SDNP/24/00197/FUL then it should be prepared to engage in the whole process up to appeal and make representations at any public inquiry. He also said that the permanent pitches outlined in the application could bring a large amount of additional equipment, which had happened at Island Acre, so the site would keep growing and he feared it would turn into more of a permanent camping site.

Another resident endorsed the previous comments about remaining engaged in the whole process up to appeal and believed specialist advice would be beneficial if it went to appeal/ public inquiry. He also said it was important that as many objections as possible were lodged and that stereotyping was avoided with a focus on policy as there was no need for such a site under the SDNP Local Plan. A resident suggested the situation at Sandy Meadow was similar to Island Acre and it was worth reading the report.

**4. Approval of the Minutes from the Parish Council meeting held on 15<sup>th</sup> January 2024**

Councillors **RESOLVED** to approve the minutes from the meeting on 15<sup>th</sup> January as a true and accurate record.

**5. Chair's Announcements**

The Chair said he was grateful to residents who had volunteered to help with the Bury Green playground inspections and to the resident that had offered to set up a Neighbourhood Watch scheme for the parish. He also advised that WSCC had cleared the footpath adjacent to the A29.

**6. Planning**

**(a) To review the following applications**

**SDNP/24/00197/FUL** Sandy Meadow Farm Bignor Park Road, Bignor, West Sussex, RH20 1HQ: Change use of land with 5 pitch settled gypsy accommodation site including landscaping and biodiversity enhancements.

Councillors **RESOLVED** to object to this application as the site was within the National Park, an area of exceptional beauty, and one of its principal aims was to conserve and enhance the natural landscape. Therefore, any development proposal must be made with that in mind. This proposal would do the opposite. It would detract from the enjoyment and intrude on the

tranquillity of Lord's Piece and the surrounding area much loved by walkers and horse riders and would therefore cause harm to a well-established part of the unique National Park landscape.

It was far from any existing settlement, in a national dark sky reserve and could not be described as anything other than remote, out of character and harmful to a typical rural lane in the National Park. Its remoteness means that it was far from local amenities and, without access to local public transport, it would be completely car dependent and make no contribution to an existing settlement. The site was also subject to 2 outstanding planning refusals, namely SDNP/16/03121/FUL retention of mobile home and SDNP/23/01781/FUL retention of replacement barn.

Additionally, this development would require a major upgrade to the existing water, waste, and electricity utilities.

This was not a planning application that should be supported and the Parish Council therefore lodged its objection.

**SDNP/24/00066/LIS** Hatchets, West Burton Road, West Burton, Pulborough, West Sussex, RH20 1HD: Repair of existing roof covering.  
Councillors **RESOLVED** to remain neutral.

**SDNP/24/00262/TCA** 5 Squires Cottages, The Street, Bury, West Sussex, RH20 1PA: Notification of intention to fell 1 no. Walnut Tree (T1).  
Councillors **RESOLVED** to remain neutral.

**SDNP/23/05071/TCA** Leghorn Cottage, The Street, RH20 1PA: Notification to fell 1 multi-stem Aspen tree  
Councillors **RESOLVED** to remain neutral.

**(b) To consider any applications since the publication of the agenda**

There were none.

**(c) Preapplication discussion regarding land at 'The Twitten'**

Councillors engaged in a third pre-application discussion with owners of the Twitten site to develop four houses. After discussion Councillors **RESOLVED** to write to the applicants with its position on the revised plans. (see appendices).

**7. Finance and Administration**

**(a) To review the schedule of payments and bank reconciliations since the last meeting (15<sup>th</sup> January 2024)**

Councillors **RESOLVED** to approve the schedule of payments since the last meeting on 15<sup>th</sup> January and the bank reconciliation from January 2024.

**(b) To receive an update on the Council's bank accounts**

The Clerk advised that the application for a community account with COOP had been rejected.

**(c) To consider a grant request from 4Sight Vision Support**

Councillors **RESOLVED** to grant £55 to 4 Sight Vision to assist them in supporting residents of Bury.

**(d) To amend the Council's Financial Regulations**

Councillors **RESOLVED** to make the following amendments to the Financial Regulations:  
4.1 to read: The full Council for all items over £10,000, The Environment Assets and Planning Committee for any items up to £10,000. 5.5(d) to read 'the Clerk shall forward to the Councillors any invoice that is considered appropriate to pay before the next meeting, or when it would be considered unnecessary to delay payment. A minimum of 2 Councillors should give their authorisation by signing the invoice for full Council to agree and sign for at the next meeting.'

**(e) To revise the terms of reference for the Environment, Assets and Planning Committee**

Councillors **RESOLVED** to amend the terms of reference by inserting:  
2(5) To organise any events taking place at the Village Hall and/or Bury Green.

## **8. Village Hall**

### **(a) To receive an update on plans to refurbish the village hall and make any decisions**

Councillor Daykin provided an update (see appendices)

### **(b) To consider further expenditure on a Quantity Surveyor for the village hall**

Councillors **RESOLVED** to approve a further £500 expenditure.

### **(c) To receive approval to approach the landowners of the allotment adjacent to village hall car park with a view to acquiring the land**

Councillors **RESOLVED** to approach the landowners for discussion about acquiring the allotment as they believed it would be helpful to own.

## **9. Grounds Maintenance**

### **(a) To receive an update and discuss any maintenance to Bury Playground**

Four residents had volunteered to carry out weekly inspections. Councillors Davis and Daykin had met Primavera to discuss maintenance work to some of the playground equipment. However, some of the work needed to be carried out in the Spring so, in the meantime, the equipment would be cleaned.

### **(b) To discuss the new sign at Bury Wharf**

Councillors **RESOLVED** to erect a new sign at Bury Wharf with the following wording: 'This historic wharf and the surrounding land is owned by and is the responsibility of Bury Parish Council. Residents of the parish have the right to launch their own boats from the wharf steps and we hope everyone will enjoy and help look after this site. For safety reasons, the following restrictions must apply: There must be no overnight storage of boats or equipment, no overnight camping, and no fires are allowed. No barbecues unless permission is granted. Parking in front of the barrier is not permitted as 24 hour access for emergency services is required.'

### **(c) To discuss any maintenance at Bury Wharf**

There were some willow trees that needed trimming but it was agreed to wait until the weather was better.

## **10. Community & Events**

### **(a) To discuss a community social event on 29<sup>th</sup> June 2024**

The Chair suggested the Council arranged a summer party for the village on 29<sup>th</sup> June 2024 with the help of the Bury and West Burton Volunteers. The volunteers float could be used to purchase items for the party, returning the money after the event, and the Council could purchase a card reader. Councillors discussed the proposal and **AGREED** to approve it.

### **(b) To discuss a Neighbourhood Watch for Bury and West Burton**

A resident had offered to coordinate a Neighbourhood Watch scheme for the parish which the Council **AGREED** to support.

## **11. Bury and West Burton Volunteers**

### **(a) To consider making any requests to the volunteers**

The Chair of the volunteers provided a written report advising it was reviewing the draft BWBV Strategic Review 2024 including (a) confirmation that the Secretary who had been on the committee was retiring (b) a search for a new Secretary was in progress, as well as for additional committee members (c) a review of meetings and other procedures. A search was ongoing for additional classes to make better use of the village hall in the mornings.

### **(b) To consider any requests**

The Council **AGREED** to request that the volunteers explore options to refurbish the mural stored in the village hall.

## Bank Accounts

## List of Payments made between 16/01/2024 and 12/02/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/01/2024	Chichester District Council	DD	46.30		Bins
16/01/2024	RBC Surveyors	OLT	2,274.00		VH survey
30/01/2024	BT	DD	35.65		Internet
31/01/2024	Local Government Pension	OLT	297.75		January
31/01/2024	Mike Simpson	OLT	1,105.21		Salary January
31/01/2024	Mike Simpson	SO	15.00		Home office
01/02/2024	Rob Simpson	SO	291.67		Vh Cleaning
12/02/2024	Viking	OLT	123.88		VH Cleaning supplies
12/02/2024	Barkers Print	OLT	1,881.00		61218 (Feb&March)
Total Payments			6,070.46		



From Bury Parish Council

To Andrew Aldridge

13<sup>th</sup> February 2024

Dear Andrew

### **The Twitten Site**

Thank you for bringing The Twitten Trust's (TT) pre-application proposal to Bury Parish Council (BPC). It was discussed at BPC's meeting on the 12<sup>th</sup> of February 2024 and, though it may have provoked a lively debate, it has clarified opinion on the content of an application that could be regarded as acceptable. To that extent the process has been helpful to us all. Rather than record the nature of that debate, BPC considers it would helpful if it set out its conclusions.

The subject of the discussion was the 28 page report produced by Inception Planning. Included in that report was the response from West Sussex County Council dated 23.12.23 to the Bright Plan highways drawing no. 2020-6237-001-D titled 'Site Overview' that shows the proposed access arrangements. The cover of the report is a hand drawn site plan by HD Architects that shows 4 dwellings planned around a courtyard.

The debate centred on the Bright Plan highways drawing, its difference from the HD Architects site plan and, indeed, the commitments made by TT in August 2023. Of particular concern was the assumption that the historic Coffin Trail would be diverted, that the promised 4m wide landscape 'ransom strip' (applicant's words) had been omitted and that there was no commitment to this project not giving access to the site to the south.

To protect these interests, BPC has previously urged the applicant to move the planned entrance from the A29 to the site further to the north. BPC was therefore disappointed not just to see that this advice had not been acted on but that the proposals now seemed to be dependent on causing significant damage to the character of what is described in the pre-application as a 'non-designated historic asset'.

To be clear, BPC has never said that a development on The Twitten site is impossible. It has always been concerned about how a proposal would be implemented and what the outcome would be, not just in terms of avoiding harm but how it could enhance the character of the village. With the information provided in this pre-application document, it would be very difficult to see how BPC could reach a consensus in support of the proposals as they stand.

BPC does, however, believe there may be a positive way forward that could elicit BPC's support. It suggests this pre-application is withdrawn and amended to include the following five points.

1. The entrance is moved towards the north so that there is no threat to the existing arrangement of the Coffin Trail. BPC would welcome landscape proposals that looked at, supported and protected the nature and character of this historic path.
2. The promised 4m landscaped 'ransom strip', in the manner of the HD architects cover drawing, is reinstated. BPC would require a covenant or similar enforceable agreement on this 4m strip of land that prevented access to the land to the south. Your additional suggestion at the BPC meeting to transfer the ownership of this 'ransom strip' to BPC would be a welcomed offer of good faith.
3. The proposed 160m long vision splays on the A29 should be marked on the drawing and an area of landscape that repairs the inevitable damage to the rural quality of the A29 is located and shown on the access drawing.
4. The pre-application document should refer to the commitment that access will definitely not come from the eastern end of the Coffin Trail and The Street. There is, of course no issue with a development making a pedestrian connection to the Coffin Trail.
5. A statement is made in the pre-application document that it is the intention that the development is for four houses and that the layout and plan for the site would 'landscape-led' and 'character-generated'.

BPC concluded the 12<sup>th</sup> of February meeting with a clear impression from the applicant that the inclusion of these five points would be acceptable and, if that is the case and the commitment to them was clear, BPC is likely to view the development of The Twitten site in a different light. It would be prepared to take a relaxed view on the Neighbourhood Plan and to look positively at the site's development.

BPC hopes this is a helpful response and looks forward to hearing back from the Twitten Trust.

With kind regards

Bury Parish Council

## **Update on plans to refurb the Village Hall**

To remind everyone of the recent history regarding this project:

The Council was progressing conversations with the planners but the programme was dependent on bat surveys which can't be completed until this summer's breeding season.

We were advised to submit the application following the first part of that survey but, following recent advice from the planners, the Council had been asked to temporarily withdraw the application as, under new rules, the planners were not allowed to keep applications open beyond a statutory timeframe.

This, however, was a technicality and the application will be resubmitted with the need for an additional fee once the bat surveys are complete.

In the meantime, we have engaged a Quantity Surveying practice to provide estimates of building cost for the architect designed scheme and alternative options with a reduced scope. These initial options have been considered by the BPC working group. The proposal is for BPC to ask the QS to further refine the costing options and approve the fees for this work.

Once this exercise is complete BPC will then explore the amount of funding that we could raise by way of grants/public works loan/ fundraising and BPC resources. Although this may result in a scheme of reduced scope being resubmitted for planning approval, BPC remains committed to retaining as many of the aspects of the original design as possible.

We are working towards gaining planning permission by late summer, this will allow funding to be applied for, which cannot be undertaken before planning permission is granted, and instructions given to the architect to prepare detailed construction drawings and a specification

Hold a vote on the above course of action including approval for additional QS fees.

12.02.24