

SOUTHWATER PARISH COUNCIL

Minutes of the Full Council Meeting held on Wednesday, 27th November, 2013 at 7.30 p.m., in the Council Chamber, Beeson House, Southwater.

Present Were: **Mr P. Buckley**

Mr L. Apted **Dr A. Cash**
 Mr G. Cole **Mr K. Diamond**
 Mrs P. Flores-Moore **Mrs J Hutchings**
 Mr D. Nagy **Mr M. Neale**
 Mr B. Sunderland **Mrs B. Varley**
 Mr G. Watkins **Mrs J. Williamson**

Clerk: **Mrs.J.Nagy**

County Councillor: **Mr B. Watson OBE**

Sussex Police: **Apologies received**

District Councillors: **Not present**

Members of the public: **One**

Press: **Not present**

F227/11/13 PUBLIC PARTICIPATION

The Chairman welcomed Mrs Hutchings to her first meeting as a Parish Councillor.

The Chairman asked those present to turn off their mobile phones for the duration of the meeting, unless in an emergency, when they should go through the Chair. In the event of a fire alarm sounding, everyone should evacuate the building via the exits indicated.

He asked if there was any member of the press present but there was none.

The Chairman indicated that should the Members of public wish to speak on any item other than an item on the agenda, then this was the point to do so.

Mr Neale reported that he had attended a Councillor briefing and update at the weekend, and he would supply a report the Clerk for circulation in due course.

Dr Cash welcomed County Councillor Brad Watson to the meeting, and said that he had finally had a reply dated 4th November to his email sent December 2012, after Mr Watson had chased the issue. The Deputy Clerk asked what the subject matter was, for clarity in the minutes. Dr Cash said that it involved potholes.

Mr Watson said that the County Council had had to agree to a tough financial settlement with central government. £140 million will have to be cut from the working budget over the next four

years so many services will be affected with the exception of education. The County Council will try to continue to deliver front line services. There will be a road show on December 16th at 5.30pm just prior to the County Local Committee meeting at 7pm, which will be highlighting the ways in which the WSCC hopes to deliver services. Some will be covered by private contracts, but there are challenging times ahead.

Mr Nagy asked if private contracts would be any covering particular areas. Mr Watson said that every service would be looked at, including back office services and IT.

Mr Sunderland arrived at 7.36pm.

Mr Nagy asked if there were any plans to procure services jointly with other authorities. Mr Watson replied that this is already taking place. For example, the purchasing of library books is managed jointly between West Sussex, Surrey and Kent. There is also the potential of the joint delivery of back office services with districts and boroughs.

Dr Cash asked if the parish councils would be consulted on the red/amber/green priorities. Mr Watson replied that the report on proposed priorities goes to the Performance Committee and is a public document. There is a growing trend for partnership working, in which Southwater Parish Council is very proactive and indeed is a front runner.

Alex Prosser-Snelling introduced himself as the secretary to Southwater Action Team. To recap, the partnership had ceased as the Memorandum of Understanding (MOU) had not been adopted at the Annual General Meeting. This was an honest mistake. An Extraordinary General Meeting will be called; as this requires 21 days notice, so is likely to be mid January, when the MOU will be adopted. It is then hoped that the partnership will be restored, as SWAT had lots of projects which it wants to progress. He would be happy to take any questions and feedback.

Mr Buckley said that once SWAT had adopted the MOU then this matter would be put on the agenda for the January Full Council for discussion and a decision made as to whether the Parish Council wished to reinstate the partnership.

Dr Cash said that he has asked Mr Prosser-Snelling to represent SWAT at tonight's meeting, as he was Chairman of SWAT and it was not clear whether or not he should declare an interest. His position as Chairman is recorded on his Declaration of Interests, and has been properly accepted by the Monitoring Officer at Horsham District Council.

F228/11/13 APOLOGIES FOR ABSENCE

Apologies and reason for absence have been received from Mrs.C.Vickers. Mrs Flores-Moore will be arriving late. Mrs Alway was absent from the meeting with no apologies having been received.

F229/11/13 DECLARATIONS OF INTEREST

There were no declarations declared at this point in the meeting.

F230/11/13 MINUTES

Dr Cash referred to F214/10/13 of the Full Council minutes where it stated “SWAT have set their meeting dates which has previously been on a Tuesday, to both Tuesdays and Thursdays; effectively ensuring that the Council’s representatives also on planning could not attend.” Although he had not been present at the meeting, Dr Cash said that this was inaccurate, as this had not been the reason for the setting of meeting dates. The Deputy Chair of SWAT could not attend meetings on Tuesdays. Dr Cash objected to the use of the word “effectively”.

Mr Buckley said that meeting on Thursdays would have the effect that some councillors could not attend. Dr Cash said it was poor use of language.

Mr Nagy said that this section was not from an individual, but was paraphrasing the content of the meeting.

It was RESOLVED by all present that the minutes of the meeting held on 30th October, 2013 be approved by all present, after the amendment to F214/11/13 changing the word “effectively” to “as a result”.

F230/11/13 CHAIRMAN’S ANNOUNCEMENTS

The Chairman stated that he and the Clerk had attended a number of meetings on behalf of the Council during the previous month; which will be received later in the meeting.

The Chairman reminded all Councillors of the timing of the Southwater Christmas Festival. The Deputy Clerk said that the Parish Office was extremely busy with the final preparations, and if anyone could spare any time to volunteer to assist, that would be much appreciated.

Mr Diamond said that he had sent his apologies that day to the Office, as he was now not able to volunteer due to a family commitment. Dr Cash said that he was unable to assist, as he had been called in to work on Saturday.

F231/11/13 CORRESPONDENCE

Use of Section 106 Development Gain to Support Local Schools

The County Councillor for Southwater, Cllr Watson had responded to the enquiry made by the Parish Council and reports that S106 funding is already being used within the County capital programme to support the provision of additional school places in both academies and WSCC maintained schools. This is irrespective that academies are funded or maintained for revenue purposes through the Education Funding Agency (EFA).

Cllr Watson points out that it is important to point out however that Section 106 developer contributions are usually tied by a legal agreement to the need for additional school places within a locality area. There is to be a meeting to discuss these pressures in the near future.

However there appears at times to be a misunderstanding that Section 106 developer contributions can be used for school building improvement projects; for such potential schemes, the academy would need to contact the EFA.

The Deputy Clerk suggested therefore that the Parish Council respond to the two Head Teachers of

the Southwater Academies accordingly. There has been no response from the Planning Authority on this matter.

It was RESOLVED that the Clerk's office respond to the enquiry received from the Head Teachers of both the Infant and Junior Academies.

Mrs Varley asked if this affected Castlewood School, as she was a Governor there. The Deputy Clerk replied that it did not in this instance, as this School was funded through WSCC, although the criteria relating to capital projects may apply.

Horsham District Community Safety Partnership – Keep Safe During the Festive Season

A general news release providing information on how to keep safe during the festive season has been issued by the Partnership.

Members NOTED the correspondence received and issued.

Southern Water

Southern Water advised the Council that they will be recommencing the installation of water meters within the Southwater boundary area.

Southern Water has also issued a South East Water Resources Update and a copy of the Draft Water Resources Management Plan for 2015-2040.

Members NOTED the correspondence received.

SSALC/NALC Correspondence

The Deputy Clerk referred to the Newsletter issued by the County Association and a letter received from the Chairman of the National Association in relation to a proposed meeting held on 26th November regarding the Council Tax Benefit Support Grant and the effect on the town and parish council sector.

With regards to the SALC event at the South of England Show in Ardingly on the 5th/7th June 2014, the Clerk would like to know whether the Council would be happy for the Council to be represented at this; the Council being one of the Council's involved in many of the devolved services from District and County. Thus hopefully giving the general public an insight in the role and activities of the town and parish council sector.

Members NOTED the information.

West Sussex County Council – Finance Newsletter

The Deputy Clerk referred to the newsletter, this being the first update and based on Government consultations. Members should note the various articles.

F232/11/13 COMMITTEES

Finance & General Purposes Committee – 6th November 2013

Although he was not present at this meeting, Dr Cash questioned minute FG101/11/13 relating to the fingerpost project being given to SWAT to progress. He said this was not the case, as it is not possible to pass a WSCC Highways duty to SWAT.

The Deputy Clerk said this indeed had been the case, as she personally had briefed a SWAT representative two years ago on seeking funding to replace fingerposts after the resolution of Council to pass this project to SWAT.

It was RESOLVED by all present that the Finance & General Purposes Committee minutes dated 6th November 2013 as a true and correct record of the meeting, with no amendments.

The date of the next meeting being 4th December 2013

Planning Committee – 7th November, 2013

It was RESOLVED by all present that the minutes of the Planning Committee dated 7th November, 2013 be approved as a true and correct record of the meeting.

The date of the next meeting being 5th December, 2013

F233/11/13 OPERATION CRACKDOWN PRESENTATION

The Chairman of Council welcomed the Road Safety/ASD Co-ordinator James (Jim) Stobart from Sussex Police Operation Crackdown who would give a short presentation on Operation Crackdown and how the Council and public can engage in this programme.

Mr Stobart reported that Operation Crackdown was started in 2002, but had moved on tremendously since that time. Previously the report form on the website was 8 pages long, but this was revamped in August. One of the purposes of tonight's presentation was to encourage people to use the website.

Vehicles driven in a careless or reckless manner are reported on the site. Two vehicles involved in a recent accident had been reported on the site only 15 minutes earlier

The site now includes the option to report abandoned vehicles. Now 95% of reports of anti-social driving are now reported via the website, 4% via the phone, and 1% via 101 or 999. Such 101/999 calls are not appropriate to report such low level offences.

Careless or inconsiderate driving includes tail-gating and undertaking. Anti-social driving includes phone use, speeding, not wearing a seat belt or drink/drug driving. All of these reports will be filed, with the exception of driving under the influence of drink or drugs, which is reported immediately to the local police authority for further investigation.

The registration number of the vehicle is needed to make a report. Other information such as make and model of vehicle, and colour assist in cases where the registration number is not completely accurate, for example, one digit out. All reports are read by a real person, not a computer, so such judgements can be made.

A second report on the same vehicle generates a letter or advice is sent to the registered owner.

Dr Cash asked what happened if the car was one of a commercial fleet? Mr Stobart replied that the fleet manager would be notified and he or she should be able to identify the driver from the time and date of the incident.

Parking is not reported on the site, as this is the responsibility of the local authority.

All reports are checked via the police data base for “markers” such as invalid tax/MOT/insurance or whether the vehicle is stolen etc. Each report stays on the system for 12 months. A second report on the same vehicle generates a letter as explained above, and a third report is passed to the police to act. This action depends on the type of offence – an officer may go to the address of the registered keeper, or may wait at the location of a repeated offence.

Speaking with the permission of the Chairman, the Deputy Clerk said that she had reported a speeding issue on the website in her private capacity, and there was requirement to state the make and model of a vehicle, which is not always possible. Mr Stobart said that you should put what you believed the make/model to be, and this was cross referenced with the other details.

Speedwatch groups have their own log-ins for the site, which enables them to report up to ten records at a time.

Each report is given a case reference, so that more information can be added at a later date, and the progress can also be checked.

Mr Diamond asked if computer generated reports were already been produced. Mr Stobart said not before the updates in August.

Mr Stobart said that such incidents as drink driving in progress, or aggression such as “road rage” should be reported via 999, and not the website. Operation Crackdown is on Facebook and Twitter.

Mr Nagy asked what constituted a vehicle. Mr Stobart replied it included motorbikes, tractors etc. Mr Nagy said that there had been examples in the village of motorbikes causing nuisance off-road through twittens etc. Mr Stobart said that to report these on the website, you would need to reference the nearest road.

Information gained through the website can be used as evidence of “character” if a more serious offence comes to court, perhaps to prove that a specific offence is not a “one-off”.

Mr Diamond asked how many hits the website was getting. Mr Stobart estimated that it was between 5000 and 6000 per month. 4000 letters were sent out last month. There was also the opportunity to report to Crimestoppers through the site.

Mrs Flores-Moore arrived at 8.30pm.

As there were no more questions, Mr Buckley thanked Mr Stobart for attending.

For information, the website is www.operationcrackdown.org.

F234/11/13 ACCOUNTS

The Deputy Clerk referred members to the Income and Expenditure and Bank Reconciliations 27th November 2013.

Reconciliation of all accounts was not as up to date as usual, as the office team were busy with the Christmas preparations. However, the Deputy Clerk reported that written confirmations had now

been received from Nat West and Lloyds banks in relation to the £30,000 transfers which have indeed been received.

Dr Cash queried the salary payment of one member of staff, as this seemed to consist of mileage expenses only. The Deputy Clerk confirmed that the payment was both salary and mileage.

It was RESOLVED by all present that the Income & Expenditure and Bank Reconciliations and associated documentation to 27th November, 2013 be APPROVED as the true and correct position of the Council financial position.

SALC/NALC Subscriptions 2014/15

Information had been received about the subscriptions from these organisations for 2014/15 in order that Council's may allow for the relevant changes. Southwater Parish Council's contribution as a larger council is now capped to £1600 in relation to SALC with the NALC subscriptions increased to £432.74.

It was NOTED and APPROVED by all present that the Clerk should note these relevant increases for the Year 2014/15.

SAGE Operating System

The Deputy Clerk reported that the renewal for the existing payroll package was £715.00 plus VAT for the year. However with the new pension legislation coming forth from 1st April, some of which will have to be complied with by the Council as an employer, the Council will need the new add on Version of Sage 50 Payroll Pensions Module at a cost of a further £179.88; this being due to changes in Government Legislation.

It was RESOLVED by all that the Council should renew its existing SAGE Software at a cost of £715.00 plus VAT and purchase the new Pensions Module at a cost of a further £179.88 plus VAT.

F235/11/13 ACCOUNTS FOR PAYMENT

The Deputy Clerk presented to Members the Payments to 27th November, 2013.

It was RESOLVED by all present that the Payments Schedule to 27th November, 2013 in the sum of £44290.53 be APPROVED.

F236/11/13 DRAFT BUDGET FOR YEAR 2014/15

The Deputy Clerk indicated that at this time the Clerk had not received the information in relation to the Band D figures, but was hopeful that this would be provided sometime during the course of the week. It was however more than likely that there would be a further reduction to the parish council's grant in the region of 22% on the 20% grant received the previous year. It is also likely that in future the Council will receive no such grant from the District Council. The Clerk was hopeful of providing further information for the Finance & General Purposes Committee on the 4th December 2013.

Councillors NOTED the current position in relation to the Draft Budget for Year 2014/15.

F237/11/13 COUNCIL PREMISES & LAND

Easteds Barn

The Deputy Clerk informed Members that the Clerk continued to chase the Planning Authority in relation to the irregularity in the condition notice. Building control permission is currently being applied for by Ray Burton the Council's consultant.

Appointment of Surveyor

The Deputy Clerk referred to the Confidential Report in relation to the tendering to manage the building contract. This had been prepared with the assistance of Councillors Cole and Watkins.

Dr Cash thanked both Councillors for their assistance, which was agreed by all present.

It was APPROVED by all present that the Clerk should appoint MSA as the appointed Surveyor in relation to the building works to provide an extension to Easteds Barn in line with the planning application.

F238/11/13 BEESON HOUSE

The Deputy Clerk referred to the Confidential Report in relation to the:

- Survey in relation to the lease negotiations between the Parish and District Councils
- Management of the Building Contract in relation to the reconfigures within Beeson House to enable the library project, provision of five small offices etc. to proceed.

Councillors noted the report.

F239/11/13 NOMINATION OF THE CLERK AS A CO-OPTED CLERK TO THE NATIONAL ASSOCIATION OF LOCAL COUNCILS LARGER COUNCIL'S COMMITTEE

Last year the Council nominated the Parish Clerk for one of the positions as a co-opted Clerk on the National Associations Larger Council's Committee, unfortunately at that time the Clerk was unsuccessful. There is now a further opportunity to nominate the Clerk, but this requires the Council's approval once again.

Dr Cash asked if there would be reduction in the subscription rates if the Clerk were to be appointed. Mr Buckley replied that there would not, although the Clerk would gain in professional expertise.

Dr Cash asked how the appointment of the Clerk would affect the work of the Council as a whole. The Council had a lot of projects on the go at the moment, such as the Neighbourhood Plan, and it had to be prepared to be against the threat of development.

Mr Buckley said that he had spoken to the Clerk on the matter, and she was prepared to give up her own personal time on NALC business if she were to be appointed. Dr Cash said that if she were to give up some of her personal time, this may lead to her working excessive hours. He reminded Councillors that the Council had a duty of care toward the Clerk.

The Deputy Clerk said that the Clerk had discussed the matter fully with the Chairman, but suggested that he check again with her that she would be happy to give up her personal time if appointed. This was felt to be a satisfactory solution.

It was APPROVED by all present that the Council nominate the Parish Clerk, Catherine Tobin, for the position of co-opted Clerk on the Larger Council's Committee; provided that she confirmed that she was happy to be nominated.

Mr Nagy said that he did not feel comfortable with Dr Cash's statement that the Council was "against development" as the Council had to remain impartial to such matters until discussed in public. He therefore wished it to be minuted that he distanced himself from this comment.

Dr Cash said that he withdrew the reference to development.

F240/11/13 SOUTHWATER ACTION TEAM

Dr Cash sought advice as to whether he needed to declare an interest, as he did not know what matter was to be discussed, and Mr Buckley advised him that he did need to do so.

At this point Dr.Cash declared a personal interest in that he was the Chairman of Southwater Action team. The Chairman advised the Member that due to a possible conflict of interests in this matter, Members must ensure that they discuss this matter in their role as Councillors. All Members may also wish to consider their position in relation to the Code of Conduct and also the Member/Officer Protocol.

The Chairman stated that in his role as Chairman various comments had been received some of which related to Southwater Action Team but which emanated out of correspondence with an individual regarding comments on Facebook. The resultant comments issued via email had in the main related to the role of the Clerk in the Council determining the termination of the Partnership; all Councillors were copied into the documentation.

The written assertion being that the Clerk had acted outside of her powers and made decisions in relation to Southwater Action Team. The Chairman would like to publicly point out that the Clerk had provided advice to both the Council and Southwater Action Team over the matter of the Memorandum of Understanding and Constitution over a period of two years; it was the Council however who had regrettably made the decision to terminate the Partnership with Southwater Action Team not the Clerk.

Dr Cash asked Mr Buckley if discussions on this agenda item was now complete; Mr Buckley said that he believe that it was. Dr Cash said that he had nothing to add.

However, Mr Nagy said that he had general concerns about the matter, in particular about disclosing information into the public arena when a Councillor. He had attended many HR briefings as part of his professional career, and he was aware that if an employee were to make derogatory remarks about their employer on Facebook, this was a serious disciplinary matter. Whilst this was not an HR matter, he felt that the same principles should apply.

Mrs Flores-Moore said that she was extremely disappointed with the comment that Southwater Action Team could "provide a refreshing alternative to the Parish Council". She has been on the Council for 11 years, and worked very hard for the community, as did many Councillors. She felt

aggrieved by such a comment, and thought that it was very sad that the individual had posted it.

Mr Apted agreed with Mrs Flores-Moore's comments.

Mr Cole said that he thought the Facebook post to be an inappropriate comment.

Dr Cash admitted that it was he who posted the comment, but did so on his own personal Facebook page. He cited the legal case of Icklesham Parish Council in 2010/11 whereby it had been established that the freedom of expression cannot be gagged. He did not see the offence in his remark.

Mrs Flores-Moore said that she was offended by the remark.

Mr Diamond said that as Councillors it was their duty to represent residents 24/7. They had to abide by the Code of Conduct and not have tunnel vision. All Councillors should be aware how their behaviour and comments reflects on them and how these are perceived and received by others.

He went on to say that all in the room worked hard for the community, and he thought it best to draw a line under this matter and move on.

All agreed with Mr Diamond's view.

Mr Diamond said he did not think it professional to engage in "ping-pong" emails, with all copied in.

Mr Nagy said HR advice said that the way in which information is received does not always reflect the intent, which is why Councillors needed to be mindful as to how any comments will be received before committing to them in writing, by whatever medium.

At this point, Mr Buckley proposed the suspension of Standing Orders to allow members of the public to speak. This was seconded by Mr Nagy and agreed by all.

Mr Prosser-Snelling said that Dr Cash was extremely supportive in resolving the ongoing issues with Southwater Action Team.

Standing Orders were reinstated.

F241/11/13 REPORTS BACK FROM REPRESENTATIVES ATTENDING OUTSIDE MEETINGS ON BEHALF OF THE COUNCIL

The Deputy Clerk referred Members to the various reports from the Clerk on the following meetings.

- HALC AGM
- SALC Clerks Training Day
- West Sussex County Council/West Sussex Association of Local Councils Conference, Boxgrove

Mr Buckley reported on a meeting that he and the Clerk had with Nigel Fitzsimmons of Horsham

District Council relating to economic matters in Southwater. It was suggested that parish councils needed to have an input into LEPs (Local Enterprise Partnerships) which they currently did not have. The suggested that Southwater Parish Council could carry out a survey of local businesses through its web-site, to facilitate the furtherance of the local Economic Forum, was thought by all to be a good idea.

Dr Cash said that SWAT had carried out a similar survey. Mr Buckley said that this proposal would cover the whole of Southwater; not just Lintot Square.

At this point, Mr Buckley proposed the suspension of Standing Orders to allow members of the public to speak. This was seconded by Mrs Flores-Moore and agreed by all.

Mr Prosser-Snellings said that once Southwater Action Team was reinstated, it would be keen to pick up business networking, benchmarking surveys through the Market Town Partnership etc. Indeed, it had many ideas for ways to showcase local options, and lots of ideas which would assist in the drive towards the Neighbourhood Plan.

Standing Orders were reinstated.

F242/11/13 SOUTHWATER NEIGHBOURHOOD PLAN

Horsham District Council – Neighbourhood Planning Takes Off in the Horsham District

The District had issued a press statement in relation to the take up by Parish Councils in relation to the production of Neighbourhood Plans, with the consultation on Southwater's proposed boundary out for comment until Monday, 23rd December 2013.

Members noted the current position.

The Deputy reported that letters were going out this week to community groups and businesses inviting them to put representatives forward for consideration to be on the Steering Group.

Dr Cash asked for a copy of the list of recipients. The Deputy Clerk queried the need for this, stating that she was loath to circulate this due to data protection implications, but she would be happy to show Dr Cash the list, should he wish to view it in the parish office.

Dr Cash noted that SWAT had not received a letter; the Deputy Clerk reiterated that the letters were to go out this week, so had not yet been sent.

F243/11/13 PERSONNEL & PENSION SCHEME**

The Clerk attended a meeting of the West Sussex Pension Scheme at which the employer's contributions for the forthcoming three years were issued; the initial figures show an increase but these were less than expected.

Members NOTED the Clerk's attendance and comments.

At this point in the meeting the Chairman asked that Members of the Press and Public be excluded due to the confidential nature of the business to be transacted.

Councillor Brad Watson and Mr Prosser-Snelling left the room.

The next item was minuted under Confidential Minute

Standing Orders were reinstated.

Councillor Brad Watson and Mr Prosser-Snelling returned to the meeting.

F244/11/13 CLERK'S REPORT

Christmas Event

The Clerk reported that this was progressing well. Through consultation with Members it had been agreed that the cost of insurance inclement weather cancellation was negated by the cost and excess. It would not be the intention to cancel but reorganise the event around Beeson House and other buildings if needs be.

Hire Bookings

All multiple hire bookings have been received and input for the next year and a quarter. The Deputy clerk advised Councillors that Mrs Hully had worked very hard to chase all the bookings contracts and to input these into the two bookings systems.

SCUBA

An excellent meeting was held with the provider Delta with all matters successfully resolved. The relevant Council's staff will attend a training session within Beeson House with Delta at the end of January. The new updated version of the system will thereafter be implemented.

Section 106 Development Gain

The Clerk will be pursuing matters with the District Planning Authority in relation to two developments which had been completed, in relation to as to whether the Section 106 monies had been received in accordance with the District's process for such matters.

Councillors noted the Clerk's report.

F245/11/13 DATE OF NEXT MEETING

The date of the next meeting will be **Wednesday, 18th December, 2013** the meeting will commence at 7.30pm and will be held in the Council Chamber in Beeson House.

The Planning Committee meeting followed immediately after the Full Council meeting.

F246/11/13 PLANNING

Present Were:

Mr L. Apted

**Mr P. Buckley
Mr K. Diamond
Mrs B. Varley**

**Mr G. Cole
Mrs P. Flores-Moore
Mr G. Watkins**

Members of the Public: None

Application No.	Applicant	Reason	Recommendation
DC/13/2052 Michael Neale	Mr Gys Anema, Pond Farmhouse, Worthing Road, Southwater	Minor material amendment to DC/12/1908 (Demolition of existing outbuildings and erection of 2 x 3-bed and 1 x 4-bed attached dwellings) in order to extend the time limit for implementation) including elevational and floor alterations, revision to parking and garage layout, and attached carport	No objection
DC/13/2070 Kieran Diamond	Mr Stuart Ross The Stables Bourne Hill Kerves Lane	Proposed rear kitchen extension and conservatory	No objection. Asked for a non-severance clause to be included in the permission, to ensure that it complies with the previous permission of a grannie annexe under SQ/103/00
DC/13/2089 & 2090 Peter Buckley	Mr Dan Marshall Lanaways Barn, Two Mile Ash, Horsham	Conversion of kitchen to bedroom and bedroom to kitchen, installation of AGA cooker and flue, installation of 1 x conservation roof light, renewal and relocation of central heating/hot water boilers, installation of bespoke oak windows and doors, renewal and upgrading and insulation, weatherproofing and insulation of existing tiled roof, renewal of current cat-slide front door canopy, installation of natural stone and hardwood flooring and other general modernisation of various fixtures and fittings (Listed Building consent)	No objection subject to the agreement of the County Architect
DC/13/2105 Peter Buckley	Mrs Claire Wright 28 Cornflower Way, Southwater	Non-material amendment to DC/13/1545 to increase height of right-hand window to garage conversion, to replace door with window on south elevation and to remove window on east elevation	No objection

The meeting closed at 9.35pm