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Wednesday 3 March 2021

To: **MEMBERS OF BURGESS HILL TOWN COUNCIL**

A **MEETING** of the Council will be held ONLINE on **MONDAY 8 MARCH 2021** at **19.00 hours**, when your attendance is required.

Steve Cridland
CEO

****PLEASE NOTE THE START TIME OF THE MEETING****

FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

Following government advice on social distancing, essential Council Meetings will be held virtually during the Covid-19 period. All papers will be published on our website as usual. Members of the public can attend the meeting by using the Zoom link that will be placed on the town council's website and social media shortly before the meeting takes place.

The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

AGENDA

1. **OPEN FORUM**

Members of the public are invited to put questions or to draw relevant

matters to the Council's attention. Each member of the public is allowed to speak once only in respect of a business item on the agenda (during the Open Forum) and shall not speak for more than three minutes at the discretion of the Chairman.

If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda the Chairman may direct that a member of the public submits a question or comment in writing which shall be answered in due course.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

In respect of any matter on the agenda.

4. **CHAIRMAN'S ANNOUNCEMENTS**

5. **COUNCIL MINUTES**

To consider the Minutes of the Meeting of Council held on Monday 25 January 2021 (copy herewith) and the Extraordinary Meeting of the Council held on Tuesday 2 February 2021 (copy herewith).

6. **PLANNING COMMITTEE MINUTES**

To consider the Minutes of the meetings of the Planning Committee held Monday 1 February and Monday 22 February (minutes previously circulated)

We have considered 44 applications for planning permission under the Town and Country Planning Act 1990. Our decisions and recommendations within our terms of reference are set out in the Minutes.

Janice Henwood
Chairman

7. **NOTES OF THE KAG RESTRUCTURING WORKING GROUP**

The working group met and the following suggestions were made:

RECOMMENDED:

1. KAGS remain unchanged.
2. A Grants Panel is formed to review and agree grant applications rather have them go through Community Engagement KAG
3. Officers review the process for grant reviews in order to streamline the process and produce efficiencies.

8. **ROUNDAABOUT CONGESTION: MCDONALDS**

A meeting of key stakeholders (involving McDonalds, Market Place, and officers from Mid Sussex District Council, West Sussex County

Council and Burgess Hill Town Council) on 5th February to consider this issue. It ended without reaching a conclusion on a way forward.

Following that meeting, the Town Council produced a plan which is being considered by traffic engineers which is attached as Appendix 1. The financial costs of implementing this plan and who should pay for it has not yet been assessed but it is hoped that it will be included with the response from the traffic engineers.

FOR NOTING

9. **SITE ALLOCATIONS REPRESENTATION**

Councillors have been in discussion with the South of Folders Lane Action Group for some time to consider a strategy to oppose the inclusion of sites SA12 and SA13 in the Mid Sussex District Plan Development Plan Documents (DPD). Full details are available on <https://www.midsussex.gov.uk/planning-building/development-plan-documents/> . It has always been the policy of BHTC to oppose development south of Folders Lane and we have previously made representations objecting to SA12. SA13 and SA15.

The Town Council would like to include SA15 as well, however SOFLAG is not concerned about this site. SOFLAG has identified a suitable barrister and chartered planner to make the representations and has asked the Town Council to consider contributing towards the cost for sites SA12 and SA13 with an additional amount needed for SA15.

No funds have been budgeted for this and it is suggested that if the council does want to take this further the funding would have to come from the General Reserve as it is an unforeseen expenditure.

The Council is asked to consider whether to support and join SOFLAG at the Planning Enquiry and contribute to the cost of the professional representation. Should the Council decide to contribute to the cost this will be considered in the Confidential Section of this meeting.

FOR CONSIDERATION

10. **LOCAL GOVERNMENT BOUNDARY REVIEW**

The Notes attached as Appendix 2 have been submitted by Cllr Foster.

FOR CONSIDERATION

11. **TOWN AND COUNTRY PLANNING ASSOCIATION MEMBERSHIP**

The Planning Committee recently suggested that the Council consider joining the Town and Country Planning Association (TCPA). More information on the association can be obtained from their website <https://www.tcpa.org.uk/>

The TCPA claims to have a long track-record of creating high quality conferences, influential research reports, innovative training programmes, and thought-leadership across the planning and built environment sector.

TCPA works in partnership with organisations ranging from small community groups to large public sector agencies; from local authorities to private sector businesses.

The TCPA has led a number of highly successful pan-European projects on topics such as energy, green infrastructure and housing.

The cost to join is 110 pounds per annum.

Council is asked to consider whether it will benefit from membership.

RECOMMENDED:

That consideration be given to joining the Town and Country Planning Association at a cost of 110 pounds per annum.

12. **WEST SUSSEX COUNTY COUNCIL EARLY HELP REVIEW CONSULTATION**

West Sussex County Council's Early Help service provides support to families facing challenging circumstances and helps ensure every child has a safe environment in which to thrive. Traditionally, this service has been delivered at Children & Family Centres across West Sussex. During the pandemic these centres have been mostly closed and staff have found new ways of reaching out to families who need help.

At the same time, demands on the services have been increasing so West Sussex County Council is carrying out a review to ensure Early Help support can be provided as effectively as possible.

Proposals

West Sussex County Council is proposing a series of changes to the Early Help service including to:

- Maintain Early Help services from 11 of the 43 Children & Family Centre buildings; at least one centre in each district and borough of West Sussex. In Burgess Hill, both the Sidney West Children & Family Centre and The Gattons Children & Family Centre are proposed for closure with one centre –in Haywards Heath – due to remain open in Mid Sussex.
- Increase the support and focused response to vulnerable children.
- Ensure families have access to the most appropriate support, including closer working with schools.
- Protect a full-time drop-in service for young people in each district and borough by merging the 12 Find It Out Centres with 11 Children and Family Centres. The Find It Out centre based at Park Centre is proposed for closure.
- Cease delivering group work.
- It is envisaged partner and voluntary sector organisations will plug the

gap by providing services that are more widely accessible.

The proposed changes will deliver savings already identified in West Sussex County Council's financial plan. A 10-week public consultation on the proposals will commence on 8 March.

The Community Development Manager is compiling information about the other support available to families and young people in Burgess Hill.

RECOMMENDED:

1. A Working Group be established to consider and respond to the proposals set out in the review.
2. Formally write to West Sussex Council expressing this Council's regret and opposition to the closure of the two centres in Burgess Hill.

13. **DIARY DATES**

MARCH		
Council	Monday 8 March	19.00 hours
Planning Committee	Monday 15 March	19.00 hours
APRIL		
Planning Committee	Tuesday 6 April	19.00 hours
Planning Committee	Monday 26 April	19.00 hours
MAY		
Annual Meeting of Council	Tuesday 11 May	19.00 hours
Annual Town Meeting – Cyprus Hall	Tuesday 25 May	19.30 hours

14. **EXCLUSION OF PUBLIC AND PRESS**

In view of the confidential nature of the business about to be transacted, it is proposed that, in the public interest, the public and press be excluded and they be requested to withdraw from the meeting.

15. **COUNCIL CONFIDENTIAL MINUTES**

16. **SITE ALLOCATIONS REPRESENTATION**