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Friday 25 March 2022

To: MEMBERS OF BURGESS HILL TOWN COUNCIL

**AN EXTRAORDINARY MEETING of the Council will be held in the Council Chamber on Thursday 31 March 2022 at 19.00 hours, when your attendance is required.**

**Steven Cridland**  
CEO

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

FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

**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.**

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## A G E N D A

### 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. **COMMUNITY GOVERNANCE REVIEW**

The following is an extract from the Strategic and Development KAG held on 3 September 2019 and serves as background :

5.1 "Legislative background

5.1.1 Under the Local Government and Public Involvement in Health Act 2007 ("the Act") there are provisions which allow for the review of "the whole or part of the principal council's area" ("a community governance review"). These reviews allow a principal authority to make recommendations to create new parish councils or amend the areas of existing parish councils. In certain circumstances the principal council may implement these recommendations.

5.1.2 The Act includes provisions which allow a community governance review to be triggered by way of a community governance petition (s80 (1) of the Act).

5.1.3 For the purposes of any petition which Burgess Hill Town Council wishes to create the following conditions must be met:

- (a) It must be signed by 10% of the electors (s80 (3) (c) as amended by SI 2015/998 art 3(c)) This is the required percentage for the electorate of Burgess Hill;
- (b) It must define the area to which the review is to relate;
- (c) Specify one or more recommendations which the petitioners wish a community governance review to consider making; and
- (d) It must define the area of the parish as it would be after the alteration.

5.1.4 The principal council must complete its corporate governance review within 12 months of receipt of the corporate governance petition (s93 (8) as amended by SI 2015/998 art 10).

5.2 Areas considered amenable for review

- 5.2.1 There are two areas of land that are contiguous with the boundaries of Burgess Hill that are amenable for review. These are:
- (a) The land known as the Northern Arc which currently sits in the Ansty and Staplefield parish; and
  - (b) The land off Valebridge Road which currently sits in the Wivelsfield parish.
- 5.2.2 The principal councils in respect of 2.1 (a) and 2.1(b) above are respectively Mid Sussex District Council and Lewes District Council.
- 5.2.3 Maps setting out the defined areas to be considered for review are attached to this report.
- 5.3 Reasons for moving the boundaries
- 5.3.1 The development strategy on the Northern Arc was always predicated on the understanding that it was a trade-off between Burgess Hill taking a greater share of the housing allocation in return for the release of funds to meet the inner town's shortfall in public realm assets. This was clearly signposted in Burgess Hill's Town wide strategy (2011) and it formed a cornerstone of the town's neighbourhood plan.
- 5.3.2 The Northern Arc is part of the Burgess Hill growth area. Whilst this growth area covers a number of other parishes it is fair to say that the natural town centre for the development is Burgess Hill rather than the village centres of Hurstpierpoint, Ansty or the town centre of Haywards Heath.
- 5.3.3 The proposed redevelopment and regeneration of Burgess Hill's town centre will make it a natural draw for new residents on the Northern Arc. Whilst the town centre redevelopment provides opportunities it also presents a number of infrastructure challenges (notably traffic congestion and parking) which the development on the Northern Arc will exacerbate.
- 5.3.4 The land off Valebridge Road in Wivelsfield Parish is mostly developed, though there may also be undeveloped land with outstanding planning consent. The properties form a natural unit with all of the other properties off Valebridge Road and access to and exit from these properties is only possible via Burgess Hill.
- 5.3.5 Another material consideration relates to the risk of further housing development on the Wivelsfield Parish/Burgess Hill border adding to infrastructure pressures on Valebridge Road, Junction Road and Leylands Road.

5.3.6 Both the Northern Arc and the land off Valebridge Road are contiguous with Burgess Hill and form a single unit with the town. They use the services of the town for retail, leisure and public services. Burgess Hill's town centre is their focal point. From a community and democratic perspective these areas should form part of the Burgess Hill town council area.

5.4 According to Electoral services at MSDC there are currently 24,484 electors registered in Burgess Hill. 10% equates to 2448 signatures needed."

5.5 EXTRACT FROM STRATEGIC AND DEVELOPMENT KAG NOTES  
3 SEPTEMBER 2019

The land destined for the Northern Arc as well as land along Valebridge road which is being developed, falls outside the boundaries of Burgess Hill. The residents of these areas will or do make use of Burgess Hill facilities while no council tax is received by Burgess Hill. It is felt that this should be addressed and that steps be taken to alter the boundaries. It was pointed out that parts of Hurstpierpoint should also be included in Burgess Hill. A map of these areas will need to be obtained and new boundaries identified. Areas of Wivelsfield, Ansty and Hurstpierpoint have more in common with Burgess Hill than these towns. Where there are no residences the District Council can alter the boundary but where there are residences the Boundary Commission would need to be approached. 10% of the population would need to sign a petition for each proposed change. This it was felt is not a large task. Maps would be sourced. Some 2300 names would be needed for each petition. The project would need to be given coverage using the various forms of media available.

**RESOLVED:**

1. Identify and map the specific areas that should form the basis of the community governance reviews
2. confirm the minimum number of signatures required for a community governance petition (10% of the electors)
3. confirm the wording required on the community governance petition
4. Initiate 2 community governance petitions (1 each for the Northern Arc and the land and houses off Valebridge Road)

The collection of signatures for each community governance petition be presented to Mid Sussex District Council and Lewes District Council (as appropriate) by 31<sup>st</sup> October 2019.

5.6 This resolution was never taken forward as the Town Council delayed implementing this policy on advice from MSDC that a review would be carried out following the review of ward boundaries by the Boundary Commission. MSDC considered a proposal at its Scrutiny Committee on Wednesday 22<sup>nd</sup> March

but that committee decided to defer a review of the Burgess Hill boundary until 2025.

- 5.7. As this could be delayed even further it is suggested that the Town Council revert to its decision and seek support from 3000 electors to hold a Governance Review. At this stage it is suggested to omit the Valebridge Road area. The following would be the wording for the petition:

**We, the undersigned residents of Burgess Hill, request Mid Sussex District Council to undertake a Community Governance Review for Burgess Hill Town Council based on the extent of Burgess Hill determined by the Local Government Boundary Commission final recommendations document published on 1<sup>st</sup> February 2022. The Review is to seek to match the Town Council wards with the District Council wards to simplify matters for electors and to seek to equalise the number of electors per town councillor by increasing the number of Town Councillors from 18 to up to 22. In the event of a positive outcome of the Review to complete the redrawing of the boundary by May 2023.**

#### 5.8 RECOMMENDATION

That a Community Governance Review be requested on the terms set out in the petition request and in accordance with the guidelines set out in the Local Government and Public Involvement in Health Act 2007.

### 6. PLANNING APPLICATION: TOWN MARKET

The town market has been operating using a six-monthly licence from MSDC. It is suggested that this be replaced with permanent permission. To do this will require planning permission to obtain a change of use. As the town council would like to hold more markets and indeed there is interest from some traders to trade more frequently, it is suggested that the planning application seek permission to hold markets every day of the week.

#### **RECOMMENDED:**

That planning permission to hold markets in Church Walk every day of the week be applied for

### 7. MARTLETS PROJECTS

The Town Council has taken the lead in trying to revamp the Martlets shopping centre and has recently installed murals and vinyls on shop windows which have brightened the area up. In addition, Trading Places is a Council initiative.

The Town Council requested £100,000 from MSDC to take this project further. Councillors will recall that £250,000 was made available by New River Retail to assist with the relocation of users of the Martlets Hall. Approximately half of this was used (some on Clair Hall in Haywards Heath) and the remainder was put into the reserves of MSDC.

MSDC refused the request, however there is a meeting between BHTC, MSDC and NRR on 11 April to discuss matters set out in the letter to MSDC dated 1 December 2021.

Appendix 1 and 2 sets out possible projects to be submitted to MSDC for consideration.

**RECOMMENDATION:**

That council approves the project and authorises the CEO to negotiate the details of the project with MSDC.