



MINUTES of the **ORDINARY MEETING** of the **TOWN COUNCIL** held in the Council Chamber on **Monday 3 July 2023**

Present: Janice Henwood Town Mayor
Tofojjul Hussain* Deputy Town Mayor

Graham Allen
Diane Black
Christine Cherry
Richard Cherry
Stuart Condie
Matthew Cornish
Cedric de Souza
Robert Eggleston
David Eggleton
Anne Eves
Bob Foster
Matthew Goldsmith
Simon Hicks
Mohammad Hossain*
John Orchard
Brenda Williams
Peter Williams
Adam White*

* *Denotes non-attendance.*

(19.00)

30. OPEN FORUM

Seven members of the public were present.

Councillor Henwood informed those present that questions during open forum should be limited to those on the agenda.

One member of the public asked three questions. His first question was regarding the regeneration of the town centre, and what Burgess

Hill Town Council (BHTC) was going to do to hold New River Retail's (NRR) feet to the fire? Councillor Eggleston explained that BHTC did not have any form of contractual relationship with NRR and that the redevelopment was solely to do with Mid Sussex District Council (MSDC). He suggested speaking to MSDC directly.

The second question was regarding the state of the roads in town. It was explained that West Sussex County Council (WSSC) Highways was responsible for looking after the roads in Burgess Hill.

The third question was regarding the new traffic light system. It was explained that this was also down to WSSC.

The member of the public asked if his questions, and the answers received would be recorded in the minutes and it was confirmed that they would be.

A second member of the public questioned whether it was possible to have a saved copy of the live stream. Councillor Henwood said she would speak to the officers and see what could be done.

31. [APOLOGIES FOR ABSENCE](#)

Apologies for absence were received from Councillors Hussain and White. Councillor Hussain was away on Council business.

32. [DECLARATIONS OF INTEREST](#)

Councillor Eggleston declared an interest in Item 16 (Station Road Survey), as he was a portfolio holder for Mid Sussex District Council's Burgess Hill Growth Area, in which the Place and Connectivity Scheme fell.

33. [CHAIRMAN'S ANNOUNCEMENTS](#)

Councillor Henwood thanked the Community Engagement team for their hard work putting on the Summer Fayre, with special mention to Molly Devine, the lead on the event.

34. [COUNCIL MINUTES](#)

The Minutes of the Annual Meeting of the Council held on Monday 11 May 2023 and the Minutes of the Extraordinary Meeting of Council held on Tuesday 27 June 2023 were **AGREED** and signed as a correct record.

35. [APPOINTMENT OF DEPUTY LEADER](#)

Councillor Eggleston had resigned as Deputy Leader of BHTC following his appointment as Leader of MSDC.

RESOLVED that: Councillor Peter Williams was appointed as Deputy Leader of the Council.

36. **UPDATE FROM WEST SUSSEX COUNTY COUNCIL (WSCC)**

Councillor Condie gave an update from WSCC. He gave a brief overview of the work of County Councillors, explaining the role of Scrutiny Committees and Strategy Committees. He gave an overview of Councillor case work, stating that around 90% of all case work was highways related. He explained that they were looking to motion for WSCC to look at devolving minor Highways issues to Town and Parish Councils, but that he felt it was likely this would be rejected. Councillor Condie gave some information on other items he was currently looking into, including parking on football club match days, road crossings in the Community Highways scheme and the next phase of the Place and Connectivity project to include a crossing on Leylands Road and cycling improvements in Victoria Business Park. He explained that they were also looking at the Transport for London plan to withdraw the London travelcard, as well as looking at possible community benefits for the closure of Marle Place, such as allotments on the surrounding land.

Councillor Henwood explained that BHTC used to work repairing smaller potholes, but that WSCC decided to use a contractor to save money. Councillor Richard Cherry stated that potholes were a contentious issue and urged members of the public to report potholes directly to WSCC. He explained that WSCC was due to start using jet fillers and was adopting a policy of 'right first time', to cut out around potholes and resurface properly. He said that he was drawing WSCC's attention to the fact that recently debris had been left following repairs, clogging drains and that it would be looked into with the contractors. He stated he was hopeful the situation would improve. Councillor Cornish questioned whether WSCC completely relied on public reports, or whether contractors were also expected to report potholes. Councillor Richard Cherry explained that there were roving teams of inspectors, but that contractors were not expected to report potholes in case potholes that didn't exist were reported for monetary gain.

Councillor Eves thanked Councillor Condie for the report, stating her delight at the possible crossing on Leylands Road. She raised the current school streets trial being undertaken in Arundel and Shoreham and suggested that the Council look to see if they would be interested in being involved in something similar.

Councillor Hicks welcomed the potential crossing on Leylands Road and raised some potential issues that could be helped by County Council. Councillor Henwood suggested that any Councillors with specific ideas should put them forward to their County Councillor directly. Councillor Richard Cherry suggested members of the public view the Community Highways Scheme on the WSCC website, and submit applications for potential changes in the area.

RESOLVED that: Council noted the contents of the report.

37. **UPDATE FROM MID SUSSEX DISTRICT COUNCIL (MSDC)**

Councillor Eggleston gave an update from MSDC. He explained that MSDC were in a completely different position from WSCC having elected an entirely new Council and administration following the May 2023 elections. He explained that the administration did not have a clear majority as they did previously, and that there was a large need for cross-party working.

There had only been three policy meetings since the new administration was formed. Councillors had signed off on the procurement framework for the Centre of Outdoor Sport, grants had been awarded across the district to both corporate organisations and community groups. A Scrutiny Committee had also been held in relation to the District Plan.

Councillor Eggleston gave a brief overview of the District Plan, explaining the need for a five-year rolling land supply, to stop speculative development.

He also gave information on the aspiration of the District Council to be the first to end B&B accommodation for the homeless and focus on getting people into temporary accommodation.

RESOLVED that: Council noted the contents of the report.

38. **PLANNING COMMITTEE MINUTES**

The Minutes of the meetings of the Planning Committee held on Monday 5 June and Monday 26 June 2023 were **AGREED**.

39. **COMMUNITY ENGAGEMENT KEY AREA GROUP – NOTES OF MEETING**

The Notes of the Community Engagement Key Area Group meeting held on Wednesday 14 June were **AGREED**.

40. **FINANCE KEY AREA GROUP – NOTES OF MEETING**

The Notes of the Finance Key Area Group meeting held on Tuesday 27 June were **AGREED**.

41. **BIODIVERSITY NET GAIN REGULATIONS**

Councillor Peter Williams gave a short presentation on the forthcoming Biodiversity Net Gain Regulations (BNGR). He explained that it was a complex piece of legislation that would be in place for November 2023. He had prepared a document to be sent to all Councillors, and placed on the Council website for interested members of the public.

He gave a brief overview, stating that the BNGR aimed to reduce the impact of developments by improving habitat by 10%. This would be mandatory for large developments from November, and small developments by April 2024. He described the BNG metric tool, and explained that all Councils with planning committees and departments

would need to ensure developments were compliant before approving the application.

He stated that it would affect Town Council operations, as they would need to be compliant and suggested that Councillors and Officers undergo a training course. He stated that he would aim to bring this to the next Full Council meeting.

RESOLVED that: Council noted the contents of the presentation.

42. PARK CENTRE UPDATE

It was explained that the Park Centre was awaiting the handover with the Charity Commission and that it would be transferred to a CIO following this. The CIO was looking for more trustees and Town Clerk Steve Cridland had been appointed as interim chairman.

Councillor Hicks asked if trustees were being sought from the community. This was confirmed.

RESOLVED that: Council noted the update.

43. NEIGHBOURHOOD PLAN UPDATE

Councillor Henwood explained that the Burgess Hill Neighbourhood Plan was not held in as high regard as the Mid Sussex District Plan, as it was not the most up to date. This was noticeable in planning applications. She questioned whether a referendum on changes to the plan was necessary, due to costs.

Councillor Richard Cherry stated that the last referendum for the Neighbourhood Plan had a low turnout.

Councillor Eggleston stated that a referendum would only be needed for a material change, and that minor changes could be made without. He suggested waiting for the changes to the District Plan before making a decision.

RESOLVED that: Council noted the update.

44. BEEHIVE CIO TRUSTEE

Councillor Eggleston had resigned as a trustee for the Beehive CIO. Councillor Richard Cherry thanked Councillor Eggleston for his work and suggested that Council look to the community for someone with experience of events and venues.

RESOLVED that: Council look to the local community for a possible candidate.

45. **STATION ROAD SURVEY**

Following the appointment of engineering company Icenl to carry out a survey of the works along Station Road for the Place and Connectivity project, a report was produced and given to Councillors.

Councillor Williams stated that he felt that the report was well balanced and independent, and that it was important for consideration by MSDC and WSCC.

Councillor Henwood drew attention to the comment regarding shared pathways for cyclists and pedestrians, stating that they should have separate facilities.

Councillors Richard Cherry and Simon Hicks agreed that it was an in-depth report and raised concerns over the health and safety of the scheme.

Councillor Eggleston agreed it was a professional and balanced report and stated that he could give a list of names for those at MSDC to review and reply.

RESOLVED that: Council noted the report and agreed that it would be passed onto WSCC and MSDC and a written response requested.

46. **DIARY DATES**

Councillor Henwood made special mention of the Batchelors Farm event, and stated that sponsorship of trees in the orchard was possible for members of the public.

RESOLVED that: Council noted the dates.

Meeting terminated at 20:06