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Wednesday 20 September 2023

To: MEMBERS OF BURGESS HILL TOWN COUNCIL

A MEETING of the Council will be held in the Council Chamber on Monday 25 September 2023 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.

A G E N D A

1. [STATEMENT FROM THE LEADER OF THE COUNCIL](#)
2. [OPEN FORUM](#)

Each member of the public is permitted to speak once in respect of business relevant to the Town Council or of local concern to the residents of the town at the discretion of the Chairman (during the Open Forum). They can also speak during the meeting (on topics relating to the published agenda and any other business raised during the meeting) as the agenda debate is progressed. Speakers are encouraged not to speak for more than three minutes, at the discretion

of the Chairman or nominee (including the Chair of any other meeting of the Council).

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.

3. **APOLOGIES FOR ABSENCE**

4. **DECLARATIONS OF INTEREST**

In respect of any matter on the agenda.

5. **CHAIRMAN'S ANNOUNCEMENTS**

6. **COUNCIL MINUTES**

To consider the Minutes of the of Annual Meeting of Council held on Monday 3 July 2023 (copy herewith) and the Minutes of the Extraordinary Meeting of Council held on 27 June 2023.

7. **UPDATE FROM WSCC**

Cllr Stuart Condie will provide a report.

8. **UPDATE FROM MSDC**

Cllr Anne Eves will provide a report.

9. **PLANNING COMMITTEE MINUTES**

To consider the Minutes of the meetings of the Planning Committee held on Monday 18 September 2023 (minutes previously circulated).

We have considered 62 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.

David Eggleton
Chairman

10. **CUSTOMER SERVICES KEY AREA GROUP – NOTES OF MEETING**

To consider the Notes of the meeting of the Community Engagement Key Area Group KAG held on 24 July and 13 September 2023 (previously circulated).

Our decisions and recommendations within our terms of reference are set out in the Notes.

Chris Cherry
Chairman

An update will be provided on the matter of parking around the football club.

11. **STRATEGIC DEVELOPMENT KEY AREA GROUP - NOTES OF MEETING**

To consider the Notes of the meeting of the Strategic Development KAG held on 24 August 2023 (previously circulated).

Our decisions and recommendations within our terms of reference are set out in the Notes.

Peter Williams
Chairman

12. **HIGHWAYS RESPONSE TO ICENI REPORT : STATION ROAD SURVEY**

Appendices 1 and 2

FOR NOTING

13. **PARK CENTRE UPDATE**

The CEO has resigned as a trustee of the Park Centre CIO. The Town Council is asked to formally nominate a member to represent the town council. Cllr Richard Cherry has been put forward to replace him. The CIO is responsible for appointing its own trustees.

A verbal update will be provided at the meeting.

RECOMMENDED

That a Councillor be nominated to represent the Town Council on the Park Centre CIO

14. **PLAN B – SURVEY OF PUBLIC**

Mid Sussex District Council was unsuccessful in its second bid to the Government's Levelling-Up fund which if it had been successful would have unlocked the redevelopment of the Martlets Shopping Centre by New River Retail. The result was a search to find a Plan B that can be brought forward to get redevelopment off the ground. Burgess Hill Town Council wanted to feed information into this search and undertook a survey and workshops asking Burgess Hill residents for their views - What are the strengths and weaknesses of Burgess Hill's town centre? What would you like to see in Plan B redevelopment of the Martlets Shopping Centre?

Residents feedback and comments can be found at Appendix 3

FOR INFORMATION

15. **SPEED LIMIT KEYMER ROAD/OCKLEY LANE**

The housing development along Keymer Road/Ockley Lane has led to an increase in traffic along this road. The road has various speed limits along it and there is a general feeling that the road would be safer if a 40MPH speed limit was introduced between the two 30MPH limits. Hassocks Parish Council have asked West Sussex Highways to introduce this.

RECOMMENDED:

That the Town Council reinforce the efforts of Hassocks Parish Council by also lobbying West Sussex Highways to make Ockley Road a 40MPH speed limit up to where it becomes a 30MPH speed limit.

16. **GRANT FUNDING**

Background

Council approved the introduction of a £10,000 budget in 2020 to support grants that were environmentally themed to support green issues. To date received three applications have been received that have fallen under this remit as approved by the Grants Awards Panel:

Scrapless was awarded £500 in December 2020 –

Hurstpierpoint Hedgehog Haven - £1,000 awarded and paid in April 2022

Friends of Sheddingdean School Association - £1,000 awarded in April 2023

Swifts Supporters Association - £1,000 awarded and paid in April 2023

There is currently a balance of £7,588 in this budget fund.

The proposal is that this balance is transferred to the Minor Grant budget allocation to support community groups. Fifteen applications amounting to £12,366 have been received for the current round of

grant applications. Major grants will also need to be considered, the deadline of which is 30 September. By transferring the balance the Council will be able to support more community groups in light of the significant low take up of this funding pot.

RECOMMENDED:

The Environmental Grant fund be transferred to the standard Grant fund.

Risk Implications – moving funds from one funding area to another has support of RFO

17. DIARY DATES

OCTOBER		
Planning Committee	Tuesday 10 October	19.00 hours
Grants Awards Panel	Thursday 12 October	19.00 hours
Community Engagement Key Area Group	Monday 16 October	18.30 hours
Planning Committee	Monday 30 October	19.00 hours
NOVEMBER		
Planning Committee	Monday 20 November	19.00 hours
Council	Monday 27 November	19.00 hours

Please note other events for information that you are invited to participate:

1. Armistice event will be held on Saturday 11 November and Council are invited for hot drinks in the Council Chamber from 10.15am with members of the Royal British Legion. We will then form a parade outside the Help Point at 10.50am. Councillors will be welcome to in the war memorial garden.
2. Remembrance Sunday event will be held on Sunday 12 November. Councillors are welcome to attend but only those laying wreaths will be able to enter the war memorial garden. If you wish to participate in the parade, please be at Cyprus Road car park for 10.15am. There is a clear protocol on parade etiquette and this will be shared nearer the event date. This event is a large community event for the town and we have reviewed the barrier formation to ensure as many young people can see and the war memorial garden is not overcrowded which can pose a risk.
3. It's Christmas Light Switch on Event will be held from 11am-5.30pm in the town centre. Further information will be shared nearer the event date.

4. Festive Market will be held on Saturday 2 December in Church Walk.
Further information will be shared nearer the event date.

RECOMMENDATION:

For noting.