



WARNHAM PARISH COUNCIL

Clerk: Mrs Shaw E-mail – clerk@warnham-pc.gov.uk

MINUTES of the Full Council's Ordinary Meeting of the Warnham Parish Council held on Tuesday 18th March 2025 at 19.45pm in the Parish Rooms, St Margaret's Church, Warnham

Members:

Cllr Sally Pavey (SP) (C) (P)	Cllr Lewis Sage (LS) (A)
Cllr Fiona Robinson (FR) (P)	Cllr Ian Gurling (IG) (VC) (P)
Cllr Tom Bickford (TB) (A)	Cllr Richard Collins (RC) (A)
Cllr Sarah Williams (SW) (P)	Cllr Gregg Maxum (GM) (P)

In attendance: Mrs Shaw (Clerk)

Also present: DCllr Kasia Greenwood was present

1. Apologies for absence –
Cllr LS sent in their apologies prior to the meeting and were duly accepted. Cllr TB and RC were absent.
2. Declarations of Interest:
Cllr Sally Pavey declared an interest in all matters in relation with Gatwick and CAGNE. Cllr Greg Maxam declared an interest in Warnham Cricket Club.
3. Public Participation
Nothing for this meeting.
4. To receive updates and reports from the County and District Councillor.
 - a. CCllr CM sent in his report and the clerk circulated to council prior to the meeting and is listed at the end of the minutes.
 - b. DCllr KG - sent in her report and the clerk circulated to council prior to the meeting and is listed at the end of the minutes. Cllr GM asked for an update on Marches Road Planning Application, DCllr KG was unable to provide an update from what was listed on the HDC Planning Website. HDC offices had now moved. Nothing further to report.
5. Minutes of Previous meeting.
Council received, approved and accepted any recommendation from the minutes of the following committees:
 - a. Full Council held on the 21st January & 18th February 2025
 - b. Planning and Highways Committee held on the 21st January & 4th – 18th February & 4th March
 - c. Finance Committee held on the 4th February & 4th March 2025

It was UNANIMOULSY agreed that the Council accept and approve any recommendations and Full Council minutes as a true record of the meetings. The Chair duly signed the minutes.
6. To consider any urgent matters arising from the last meeting on the 21st January 2025 that cannot wait until the next meeting
 - a. To receive any updates from external committees/meetings attended by the Clerk or Councillors.
Nothing to report

- b. To discuss the Parish Day
Cllr SP asked if any Cllrs were in the position to help organise the Parish Day. There is a meeting set for the 24th March in the Parish Rooms, in relation to gathering information. The new date will be the 13th July. Cllr SP will report back at the next Full Council meeting. **To provide a follow-up.**
- c. To discuss celebrations for VE Day on the 8th May
Cllr IG updated the members on the progress of the day. The Church will be organising the event with the Parish Council supporting it. The Parish Council will fund the production of the signage. The Clerk has bought games for the children. Cllr IG has arranged for army vehicles. There will be a BBQ, quiz, music. **NOTED.**
- d. To set the de minimis figure for the asset register.
The Chair of the Finance Committee agreed that the de minimis figure should be £500. ***It was UNANIMOUSLY agreed that the Council accept and approve the recommendation of £500 as the de minimis figure for the asset register.***

With no further business the meeting closed at 20.56 pm

Chairman..... Date.....

Item 4a.

Report to Warnham Parish Council

Cnty Cllr Christian Mitchell

Tuesday, 18 March 2025, 7:45pm

Drainage and riparian issues on Byfleets Lane and Tilletts Lane

Further to the site visit with the Parish Council and Mr George Fort on 11 March 2025 the officer updated on 12 March that it appears that WSCC may be able to make significant progress on addressing these concerns. The drainage system in the area is generally in good working order, although its capacity and design are somewhat outdated. To address this, WSCC Highways will be reviewing the drains along Byfleets Lane and exploring options for upgrading them to accommodate a higher volume of rainfall. In addition a WSCC Riparian Officers will be commissioning a report which will also cover Tilletts Lane.

Business of the County Council

Full Council last met, to set the budget, on Friday, 14 February 2025 at 10:30am [here](#).

The next meeting of full Council is on Friday, 21 March 202 at 10:30am [here](#).

ENDS

Item 4b

Report to Warnham Parish Council DCllr Kasia Greenwood.

Parish Council Report – March

HDC Planning

I recently met with officers from HDC Planning. Unfortunately it was not good news.

The Parish Council and individual Warnham residents had expressed to me their concerns about coming forward to object to certain planning applications because they felt intimidated and didn't want to face retaliation. I contacted officers on several occasions to ask for advice and heard nothing back.

When I met with officers I was informed that anonymous objections can be submitted and will be read by HDC Planning but will not count as official objections, therefore will not be published on the planning portal or presented as part of the application. Furthermore they will not be included in the official count of number of objections. Therefore in this particular case, the number of objections wasn't sufficient to trigger the application coming before committee.

In addition, I was advised that retrospective planning applications are permissible and that HDC have to follow the same planning process for all applications. The question of enforcement comes only after the planning process has run its course. In this case, we are now having to wait for the planning process to conclude.

I asked about applicants deliberately playing the system and the response was that the rules are what they are and the system is there to be played and that as a council we can't do anything but work with the procedures that are in place. Speculation over what the intentions of applicants are or what their behaviour is like are not material planning concerns. It appears that once again, nothing can be done.

I will be contacting officers again and if there are any further issues or concerns you wish to raise, please do let me know.

Council Tax

Horsham District Council has balanced its budget for 2025/26 securing the lowest Council Tax rate in Sussex, with no cuts to front line services for its residents.

The balanced financial and capital budget will be delivered despite significant reductions in core government funding and the impact of higher National Insurance employer contributions.

The Council will provide substantial support for the most vulnerable of the District, whilst investing in capital and environmental projects in line with its Council Plan objectives.

The budget was approved by the District councillors at the meeting of full Council on 24 February 2025. It was agreed that fees and charges across its services would increase, raising Council Tax in the District by £4.67 a year (2.7%) on a Band D property.

Sound financial management and healthy reserves put the Council in a good position to continue to help vulnerable residents struggling with the cost-of living crisis, take action to meet the environmental challenges of the climate emergency and still invest in significant capital projects.

Following a public consultation earlier in the year, the Council increased its support for vulnerable residents to help them pay their Council Tax. Residents on the lowest income in Horsham District will now receive up to 100% relief on their Council Tax, an increase from the current 90% maximum discount.

Other changes to elements of the means tested criteria within the Council Tax Reduction Scheme were also agreed which will widen eligibility for residents.

The budget will also accommodate a significant £15.6 million capital programme, investing in infrastructure and facilities for residents, housing provision for the homeless and expanding the work being undertaken on achieving net zero carbon emissions by 2030 which is one of the Council's key objectives.

Devolution

A consultation to seek the public's views on proposals to form a Mayoral Combined County Authority for all of Sussex to cover West Sussex, East Sussex and Brighton and Hove has been launched by the Government and will run until 13 April.

The Government confirmed Sussex as one of six new areas to join its Devolution Priority Programme (DPP) in February this year. The Government says the programme represents one of the largest ever single packages of mayoral devolution in England and will support the areas to become mayor-led strategic authorities with a new mayoral election by May 2026.

Leader of Horsham District Council Cllr Martin Boffey said:

"Getting devolution right and ensuring it is both effective and fair to all areas is going to be a big challenge, so everyone is encouraged to take part in the Government's consultation to ensure their voice is heard in what is considered to be a once-in-a-generation opportunity."

To access the consultation and have your say, please go to the full consultation document at the [GOV.UK](https://www.gov.uk/government/consultations/sussex-and-brighton-devolution) page: <https://www.gov.uk/government/consultations/sussex-and-brighton-devolution>

For further information on the devolution proposals locally please go to:

www.horsham.gov.uk/devolution

Please note that this consultation is in respect of the Government's consultation on devolution and not local government reorganisation, which is a separate matter.

The Capitol

Refurbishment plans for The Capitol in Horsham have been revised, the venue to now remain open before full refurbishment commences in 2026.

In February 2024 Horsham Council announced plans to refurbish The Capitol which have required a full closure of venue between April 2025 and September 2026. These plans revised in October 2024 due to escalating costs and the project was rescoped to reduce costs whilst still delivering the key priority improvements identified in a recent user feedback survey.

There will be a short closure of the main theatre auditorium between April and May 2025 to facilitate structural surveys and some interim seating improvements. Essential roof repairs will also be carried out across the summer period to make the building watertight in advance of the full refurbishment in 2026.

Cinemas will now run as normal throughout 2025, and a range of creative workshops are planned for the summer months. A full autumn programme will run between September and November 2025. Significantly, we can now deliver our pantomime for 2025 which will be Robin Hood..

The planned full refurbishment will begin in early January 2026 and will see improvements across the whole venue including:



Capitol enabling for 2025

District

would the

were

project

- Full refurbishment of both the theatre auditorium and cinema screens including new seating
- Enhancements to all public areas including toilets and the addition of a Changing Places facility.
- Replacement of all audio visual equipment
- Upgrading and replacement of mechanical, electrical and plumbing services including heating/boilers which have reached end of life.

The full refurbishment is expected to take some 40 weeks with the venue reopening in time for the 2026 pantomime.

Food Waste Collections

Household food waste collections will begin in the Horsham District by 2026.

A phased roll-out of weekly food waste collections will launch in March household refuse and recycling collections continuing as usual every two weeks.

Currently some 41.5% of the rubbish in an average Horsham District waste made up of food waste.

[Read more](#)



spring

2026, with

bin is

Garden Waste

Are you a garden waste customer? Make sure your bin is labelled by April 1

This year our garden waste customers will not be sent a sticker for their garden waste bins. The sticker was just used to identify bins; however, our in-cab systems are capable of doing this job and stickers are therefore no longer necessary.

To match a bin to its subscription, we need the back of the bin to be clearly labelled with the house name or number from 1 April 2025.

[Read more about our garden waste service](#)

